

# Board Minutes

## April 5, 2023

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

The regular monthly meeting of the Western Wayne Board of Education was held on April 5, 2023 at the Western Wayne Administration Building located at 1970C Easton Turnpike, Lake Ariel, PA 18436.

The meeting was advertised in the legal section of the March 25, 2023 edition of the Tri-County Independent.

President Rick Hoch called the meeting to order at 6:30 P.M.

Mr. Hoch offered a prayer followed by the Pledge of Allegiance.

Miss Emmett took roll call. Seven (7) Board Members were present and are listed as follows:

Board President – Rick Hoch

Board Vice President – Dana DeSiato

Board Member – James Collins

Board Member – Gary Enslin

Board Member – William Gershey

Board Member – Joseph Gombita

Board Member – Ethan Wood

Board Treasurer Jeffrey Gogolski and Board Member Michael Ochlan were excused.

Solicitor Jessica Ellis was present.

Administrators Present: Superintendent Dr. Matthew Barrett, Assistant Superintendent Dr. Cynthia LaRosa, Business Manager/Board Secretary Rose Emmett, High School Principal Paul Gregorski, Robert D. Wilson Principal Maria Miller, Principal of STEAM Elizabeth Watson, Assistant Elementary Principal Kerrie Fitzsimmons, Assistant Middle School Principal Matthew Barr, Assistant High School Principal Robert Black, Director of Special Education Dr. Jennifer DeNike, Supervisor of Pupil Personnel Katie Shemanski, Psy.D., Early Intervention Supervisor Elizabeth Gregory, Food Service Supervisor/Transportation Maria Liptak, Technology Director Brian Seaman, and Athletic Director Tyler Jakes.

Middle School Principal Jennifer Bradley and EverGreen Principal Justin Pidgeon were excused.

### **5. Approval of Minutes**

A motion was made by Mr. Gershey and seconded by Mr. Gombita to accept the minutes generated from the March 1, 2023 Board Work Session, the March 1, 2023 Regular Board Meeting, and the March 9, 2023 Special Board Meeting for General Purposes.

The motion carried with all affirmatives.

## **6. Treasurer's Reports**

A motion was made by Mr. Wood and seconded by Mrs. DeSiato to accept the Treasurer's Reports generated from the General Account.

The motion carried with all affirmatives.

## **7. Approval of Bills**

A motion was made by Mr. Wood and seconded by Mrs. DeSiato to approve the payment of bills generated from the General Account, and the Food Service Account.

The motion carried with all affirmatives.

## **8. Student Recognition**

High School Principal Paul Gregorski congratulated and recognized the three students from Western Wayne High School that have been named to The Times-Tribune's 2023 Scholastic Superstar team. Each year the Times-Tribune asks for nominations from all Northeastern PA schools. Each school is only able to nominate 3 students and there were nearly 70 nominations for 25 spots this year. The judges, who are all college administrators, were very impressed with this year's seniors.

The Western Wayne High School 2023 Scholastic Superstars are:

- Marshall Davis, Western Wayne High School
- Kylie Merring, Western Wayne High School
- Evan Peirce, Western Wayne High School

The Times-Tribune will honor these students at a ceremony on May 9. Students will also have their accolades posted in the newspaper and on a billboard in Scranton.

Mr. Gregorski also congratulated the winners of the Rotary Club of Hamlin Essay Contest:

1st Place - Asia Mendoza

2nd Place - Xenia Gauvain

3rd Place - Chaz Smith

The winners and their parents have been contacted and invited to the Rotary Club Meeting on May 2nd to be presented with their prizes. Many of the submissions for the essay contest were students in Mr. Ryan Onder's class, and we want to thank him for his support of the program. One of the main areas of focus for Rotary is Basic Education and Literacy. The Rotary Foundation supports education through scholarships, donations, and service projects around the world.

Athletic Director Tyler Jakes recognized and congratulated our Wrestling coaches and team members Lexie DeSiato and Sara Shook for a great season. These female athletes placed in the top 8 in both Regional and State level competition. Also recognized was Aidan Agnello, who did well in swimming this year.

## **9. Recognition of Public - 15 minutes**

Victoria Barcarola stated that the code red drills that are conducted are good for the staff and students. She also asked the Board of Education to consider increasing the daily rate for substitute teachers. She would like to see \$200 per day.

Layla Epstein, a 9<sup>th</sup> Grade student, spoke about an incident that happened during school and has been discussed at the last few Board meetings. She wanted to let the Board know that there is more to the incident than what was presented previously. Dr. Barrett thanked her for coming forward to speak and let her know that the District will follow all policies and procedures, understanding that each situation is unique.

Amanda Johnson spoke about the rising abuse of fentanyl and asked if Narcan is available, even after hours if needed. Dr. Barrett stated that our SPOs, nurses, and trainers have access to Narcan.

Christina Hinz asked if the Threat Assessment Plan will be made public. Dr. Barrett said that it is not, due the sensitive nature of the data included in the plan. She also asked if the Board was aware of an Instagram page that is circulating negativity about the District and staff. Dr. Barrett said we are aware, and the SPOs and State Police have been notified.

10. Enrollment Report:

ENROLLMENT - DAY #132

2022-2023 SCHOOL YEAR

GRADE	EVERGREEN	SN	P	RDW	SN	P	MS	SN	P	HS	SN	P	TOTAL
EARLY INT.		19			5								24
PRE K	50			26									76
KDG	62	11		38	14	1							126
GR. 1	61	14		35	17								127
GR. 2	59	17		43	14								133
GR. 3	63	30		26	16								135
GR. 4	53	23		28	12								116
GR. 5	57	24	2	19	15								117
GR. 6							101	32					133
<b>TOTAL</b>	<b>405</b>	<b>138</b>	<b>2</b>	<b>215</b>	<b>93</b>	<b>1</b>	<b>101</b>	<b>32</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>987</b>
GR. 7							96	37	0				133
GR. 8							105	33	1				139
GR. 9										105	28	6	139
GR. 10										119	22	5	146
GR. 11										104	24	8	136
GR. 12										108	18	7	133
<b>TOTAL</b>	<b>405</b>	<b>138</b>	<b>2</b>	<b>215</b>	<b>93</b>	<b>1</b>	<b>302</b>	<b>102</b>	<b>1</b>	<b>436</b>	<b>92</b>	<b>26</b>	<b>1,813</b>

Key: SN – Special Needs, P – Placement outside of District

Totals: EverGreen–545; RDW–309; MS–405; HS– 554; TOTAL: 1,813

Last Meeting- Total: 1,813

A motion was made by Mr. Gershey and seconded by Mr. Wood to approve a consent block motion for items 11 through 25n. Adding an acknowledgement with 25b for those retiring, thanking them for their work and accepting their retirement notices with regret.

The motion carried with all ayes.

11. School Calendar

The Board of Education approved the following changes to the 2022-2023 school calendar and to allow the Superintendent to change the dates if necessary.

- a. Thursday, June 08, 2023 – No School for Students - Teachers In-Service Day
- b. Friday, June 09, 2023 – Last Day of School for all students and Graduation

## 12. Real Estate Transfer Tax Collector

The Board of Education appointed the Wayne County Deputy Realty Tax collector to serve the District as Real Estate Transfer Tax Collector for the 2023-2024 school year.

## 13. Agreement/Data Processing Services

The Board of Education approved Western Wayne School District's participation in the following software services being offered by CSIU (Central Susquehanna Intermediate Unit) for the 2023-2024 school year.

- a. The Student Information System (SIS) includes Attendance, Transportation, Health, Discipline, Scheduling, and Gradebook. Cost per student is \$16.02 for first 2000 students and \$8.07 for each additional plus a flat fee of \$150.00.
- b. Payroll at a cost per student of \$5.09 for the first 2000 students and \$2.46 for each additional student plus a flat fee of \$475.00.
- c. Accounts Payable/Fund Accounting at a per student cost of \$4.40 for 1st 1500 – \$2.20 for each additional student plus a flat fee of \$680.00.
- d. Human Resources (formally called Personnel) at a student cost of \$2.34 per student for 1st 2500 and \$1.16 for each additional student plus a flat fee of \$475.00.
- e. Employee Portal is included in the Human Resources and Payroll modules.
- f. The Student Information System – GURUBoard – ZAPS Only at a cost per student of \$0.50.

(Approximate total cost of \$51,600.00)

## 14. Memorandum of Understanding

The Board of Education approved the Memorandum of Understanding between the Western Wayne School District, the Wayne County District Attorney's Office, and the Pennsylvania State Police.

## 15. Upgrade to Wastewater and Water Line Infrastructure

The Board of Education allowed the administration to prepare bid documents for a potential upgrade to Wastewater and waterline infrastructure, utilizing Entech Engineering, Inc. as our engineering firm for this project. Also, to begin exploring financing options for the project.

## 16. All Hazards Plan/Threat Assessment Plan Update

The Board of Education approved the updated All Hazards Plan/Threat Assessment Plan.

## 17. Transportation Contractors

The Board of Education allowed payment to Transportation Contractors a stipend for the Flexible Instruction Days (FID) used during the 2022-2023 school year. The stipend would consist of their daily rate less a deduction for fuel costs of 15%. This will be a non-reimbursable expense and is not included in their current contracts.

## 18. Transportation – New Contracts

The Board of Education approved the following new transportation contracts at State Formula for the 2022-2023 school year:

- a. G Dennis LLC – Van #148 – Lake Ariel to Wayne Highlands – effective March 6, 2023.
- b. Sara Wasman – Van #150 - Lincoln Jackson Academy – effective March 29, 2023.

## 19. Addendum to Contract – ProCare Therapy

The Board of Education approved an addendum to the contract between Western Wayne School District and ProCare Therapy for a Registered Nurse at the rate of \$85.00 per hour effective March 21, 2023 to May 30, 2023.

## 20. Agreement – NEIU #19

The Board of Education approved 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 2023-2024 school year.

## 21. Dual Enrollment Agreement – Johnson College

The Board of Education approved the Dual Enrollment Agreement between Western Wayne School District and Johnson College from March 1, 2023 through February 28, 2024.

## 22. Dual Enrollment Agreement – Commonwealth University of Pennsylvania

The Board of Education approved the Dual Enrollment Agreement between Western Wayne School District and Commonwealth University of Pennsylvania (formally Bloomsburg) effective April 5, 2023 for a total of three (3) years.

## 23. Agreement – Friendship House

The Board of Education approved an agreement between Western Wayne School District and Friendship House concerning mental health services for the 2023-2024 school year at a rate of \$53.00 per hour.

## 24. Agreement – St. Joseph’s Center

The Board of Education approved 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, 2023 thru June 30, 2024.

## 25. Personnel

### a. Substitutes

The Board of Education approved 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. Ashton Fitzsimmons – Area: Custodial

2. Helen Landmesser – Area: Secretarial/TA/Custodial
3. Ashley Paciotti – Area: Secretarial/TA
4. Christina Peirano – Area: Cafeteria
5. Gabrielle Ronchetti - Area of Certification: Pk-4 (previously approved as a Guest Teacher)
6. Donna Urian – Area: Custodial

b. Resignations/Retirements

The Board of Education accepted the following resignations and/or retirements:

1. Helen Landmesser -resign effective March 17, 2023.
2. Bridgit Erb - retire effective June 30, 2023.
3. Paula Herzog - retire effective June 22, 2023.
4. Michele Rosko - retire effective June 30, 2023.
5. Denise Kromko - retire effective 2023-2024 school year.
6. Susan Romanski - retire effective 2023-2024 school year.

c. Sick Leave Request

The Board of Education approved the following unpaid Sick Leave request:

1. PS#04-22-23 – Unpaid Sick Leave – effective April 19, 2023 to the end of the 2022-2023 school year.

d. Extension of Long-Term Substitute

The Board of Education approved the recommendation of the Superintendent and District Administrators in extending the following appointment:

1. Ashlyn Anderson – Long-Term Substitute – Step 1M - \$62,233.00 pro-rated – with applicable fringe benefits extended through the second semester of the 2022-2023 school year.

e. Transfer – Food Service

The Board of Education approved the transfer of Deborah Salak from full time Food Service to Full time Head Cook at the high school at \$20.02/hour, 7 hours per day effective immediately.

f. Appointments – Food Service

The Board of Education approved the following as Food Service workers effective April 6, 2023:

1. Kimberly Batchelor – full time food service at current rate.
2. Donna Urian - part time food service at the rate of \$12.50/hr.

g. Transfer – Paraprofessional

The Board of Education approved the transfer of Amy Stout from part time paraprofessional to full time paraprofessional at her current hourly rate with applicable fringe benefits effective immediately.

h. Appointment – Custodian

The Board of Education appointed the following as a custodian at the starting rate of \$12.50 per hour with applicable fringe benefits effective immediately:

1. Stephen Miller

i. Appointment – Advisors 2023-2024

The Board of Education appointed the following to the listed advisor position for the 2023-2024 school year at the salary listed in the Professional Employees Contract: ATTACHMENT I

j. Appointments – SAP Team

The Board of Education approved the following appointments as SAP Team members for the 2023-2024 school year at the rate listed in the Professional Employees Contract of \$1,428.00:

1. Lisa Jacques – Middle School
2. Joseph Totsky – Middle School
3. Lori Krol – Middle School
4. Jessica Fullwood – Middle School
5. Joshua Rowe – Middle School
6. Renee Chernin – High School
7. Carrie Wittenbrader – High School
8. Tara Donleavy – High School
9. Denise Johnson – High School
10. Colleen Carmody – High School
11. Jillian Mishko Evans – High School
12. Shelly Jonas – High School

k. Appointments – Extended School Year 2023

The Board of Education approved the following appointment for the Summer ESY Program 2023 contingent upon enrollment at the following rates:

1. Special Education Teachers - \$38.22/hour – Lisa Boguski, Gillian Groom, Siena Cardamone; Kristin Metschulat.
2. Early Intervention Teachers - \$38.22/hour – Michelle Mistishin, Susan Larkin, Amanda Mousley, Erin Schane-substitute.
3. Speech and Language Therapist(s) - \$38.22/hour – Alyssa Wesley, Julie Conklin, Danielle Vokes
4. Nurse - \$38.22/hour – Christina Salak, Amanda Dalessandro
5. School-Age Paraprofessionals – Jeannie Hedglin \$12.50/hr; Denise Caucci \$17.35/hr; Nancy Lester - \$17.00/hr, Dawn Oliver \$12.25/hr; Danielle Shemanski \$12.25/hr, Maria Russo \$18.64/hr.
6. Early Intervention Paraprofessionals – Christine Yannone - \$12.50/hr; Victoria Spencer - \$18.00/hr; Julianna Deeter - \$12.50/hr; Kristy McLeod – \$17.00/hr.
7. Occupational Therapy – \$38.22/hr – Kristin Williams and Sarah Toigo (Wallenpaupack employee)
8. Physical Therapist – Bill Conklin (Wallenpaupack employee)
9. Social Worker – \$38.22/hour – Susan Schlasta

## I. Appointments – Summer School 2023

The Board of Education approved the following appointments as instructors of the Summer School Program 2023 contingent upon enrollment at the rate listed in the Professional Employees Contract of \$38.22 per hour:

1. Carrie Wittenbrader - English
2. Andrew McCaffery – Math
3. David Shimkosky – Social Studies
4. Vincent Tomassoni - Science

### m. Appointment – 2022-2023 Spring Coaching

The Board of Education appointed the following to the listed spring coaching position for the 2022-2023 school year at the salary listed in the Professional Employees Contract:

- |              |                                 |            |
|--------------|---------------------------------|------------|
| 1. Mike Koch | Ultimate Frisbee Coach – 2nd yr | \$3,794.00 |
|--------------|---------------------------------|------------|

### n. Approval – Volunteers

The Board of Education approved the following to the list of volunteers for the 2022-2023 school year contingent upon receipt of clearances:

1. Brent McClelland – Track
2. Andrea McClelland – Track
3. Anthony Ferraro – Jr High Baseball
4. Elizabeth Reifler – Accompanist Elementary concerts

## 26. Informational Items:

### a. IMPORTANT DATES – April 2023

1. April 1, 2023 - High School Musical Character Breakfast @ HS Cafeteria
2. April 5, 2023 - Career Fair – HS Gym – 9-11 AM
3. April 6, 2023 - Noon Dismissal – Easter Break
4. April 7-10, 2023 - Schools Closed – Easter Break
5. April 12, 2023 - EverGreen PTA Meeting – 6 PM
6. April 14-16, 2023 – HS Musical - The Little Mermaid @ HS (14th & 15th @ 7:00 PM; 16th at 2:00 PM)
7. April 15, 2023 - EverGreen & RDW 4th & 5th Grade NEPA Girls STEM Competition Valley View HS – 7:00 AM to 3:00 PM
8. April 16-19, 2023 – FBLA State Leadership Conference, Hershey
9. April 19, 2023 - RDW Poison Prevention for Grade 1
10. April 19-22, 2023 – PMEA All-State Conference
11. April 21, 2023 - RDW Discovery Day
12. April 21, 2023 – Middle School Student Council Dance



- 13. April 14, 2023 - EverGreen 1st Grade Poison Control Presentation
- 14. April 25-27, 2023 – PSSA Testing – ELA
- 15. April 26, 2023 - Envirothon
- 16. April 28, 2023 - 6th Grade School Physicals
- 17. April 28, 2023 - Title I Awards Night @ RDW – 5:00 PM to 7:00 PM

**Correspondence**

None.

**Superintendent's Report**

No questions.

**Assistant Superintendent's Report**

No questions.

**Principal's Reports**

No questions.

**Federal Program Report**

No report.

**Other Business**

None.

**Future Meetings**

April 26, 2023 – 6:00 P.M. Presentation of the Narrative Budget, Administrative Building, 1970C Easton Turnpike, Lake Ariel, PA 18436

May 3, 2023 – 6:00 P.M. Board Work Session, Administrative Building, 1970C Easton Turnpike, Lake Ariel PA 18436.

May 3, 2023 – Immediately following Board Work Session, Public Board Meeting and Adoption of the Tentative Budget, Administration Building, 1970C Easton Turnpike, Lake Ariel, PA 18436

**Adjournment**

A motion was made by Mr. Hoch to adjourn the regularly scheduled meeting of the Western Wayne Board of Education at 6:56 P.M.

The motion carried with all affirmatives.

Respectfully Submitted,



Rose E. Emmett  
Board Secretary

ATTEST: \_\_\_\_\_

APPROVED: \_\_\_\_\_