

**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  
**WEDNESDAY, APRIL 5, 2023**

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

**BOARD**

\_\_\_ Rick Hoch, President  
\_\_\_ Dana DeSiato, Vice President  
\_\_\_ Jeffrey Gogolski, Treasurer  
\_\_\_ James Collins  
\_\_\_ Gary Enslin  
\_\_\_ William Gershey  
\_\_\_ Joseph Gombita  
\_\_\_ Michael Ochlan  
\_\_\_ Ethan Wood

**ADMINISTRATION**

\_\_\_ Matthew Barrett, Ed.D., Superintendent  
\_\_\_ Cynthia LaRosa, Ph.D., Assistant 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  
\_\_\_ Kerrie Fitzsimmons, EverGreen Ass't Principal  
\_\_\_ Matthew Barr, Middle School Ass't Principal  
\_\_\_ Robert Black, Jr., High School Ass't Principal  
\_\_\_ Jennifer DeNike, Ed.D., Director of Spec Education  
\_\_\_ Katie Shemanski, Psy.D., Supv of Pupil Personnel  
\_\_\_ Elizabeth Gregory, Early Intervention Supervisor  
\_\_\_ Maria Liptak, Food Service Director/Transportation  
\_\_\_ Brian Seaman, Technology Director  
\_\_\_ Tyler Jakes, Athletic Director

**SOLICITOR**

\_\_\_ Brendan Ellis

5. Approval of Minutes  
Board Work Session - March 1, 2023  
Regular Board Meeting - March 1, 2023  
Special Board Meeting for General Purposes - March 9, 2023
6. Treasurer's Reports  
General Account
7. Approval of Bills  
General Account  
Food Service Account

8. Student Recognition

9. Recognition of Public - 15 minutes

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

11. School Calendar

It is recommended that the Board of Education approve 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

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 2023-2024 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 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 1<sup>st</sup> 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

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.

15. Upgrade to Wastewater and Water Line Infrastructure

It is recommended that the Board of Education allow 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

It is recommended that the Board of Education approve the updated All Hazards Plan/Threat Assessment Plan.

17. Transportation Contractors

It is recommended that the Board of Education allow for 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

It is recommended that the Board of Education approve 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

It is recommended that the Board of Education approve 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

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 2023-2024 school year.

21. 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 1, 2023 through February 28, 2024.

22. Dual Enrollment Agreement - Commonwealth University of Pennsylvania

It is recommended that the Board of Education approve 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

It is recommended that the Board of Education approve 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

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, 2023 thru June 30, 2024.

25. Personnel

a. 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. 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

It is recommended that the Board of Education accept 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

It is recommended that the Board of Education approve 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

It is recommended that the Board of Education approve 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

It is recommended that the Board of Education approve 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

It is recommended that the Board of Education approve the following as Food Service workers effective April 6, 2023:

1. \_\_\_\_\_ - full time food service at current rate.
2. \_\_\_\_\_ - part time food service at the rate of \$12.50/hr.

g. Transfer - Paraprofessional

It is recommended that the Board of Education approve 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

It is recommended that the Board of Education appoint 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 2022-2023

It is recommended that the Board of Education appoint 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

It is recommended that the Board of Education approve 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

It is recommended that the Board of Education approve 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 Caucchi \$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

1. Appointments - Summer School 2023

It is recommended that the Board of Education approve 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

It is recommended that the Board of Education appoint 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 - 2<sup>nd</sup> yr                      \$3,794.00

n. Approval - Volunteers

It is recommended that the Board of Education approve 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 (14<sup>th</sup> & 15<sup>th</sup> @ 7:00 PM; 16<sup>th</sup> @ 2:00 PM)
7. **April 15, 2023**                      - EverGreen & RDW 4<sup>th</sup> & 5<sup>th</sup> 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 1<sup>st</sup> Grade Poison Control Presentation
- 14. **April 25-27, 2023** - PSSA Testing - ELA
- 15. **April 26, 2023** - Envirothon
- 16. **April 28, 2023** - 6<sup>th</sup> Grade School Physicals
- 17. **April 28, 2023** - Title I Awards Night @ RDW - 5:00 PM to 7:00 PM

27. Correspondence

28. Superintendent's Report

29. Assistant Superintendent's Report

30. Principal's Report

31. Federal Programs Report

32. Other Business

33. 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

34. Adjournment - Board Policy - 11:00 P.M.