

**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, MAY 03, 2023
District Board Room - Administration Building

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

SOLICITOR

___ Brendan Ellis

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

5. Approval of Minutes
Board Work Session - April 5, 2023
Regular Board Meeting - April 5, 2023
6. Treasurer's Reports
General Account
Food Service Account
Student Activities Account - January, February, March 2023
7. Approval of Bills
General Account
Food Service Account
8. Student Recognition
Principal's List 3rd Marking Period

9. Recognition of Public - 15 minutes

10. Enrollment Report:

ENROLLMENT - DAY # 148

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		36	16								127
GR. 2	58	19		43	14								134
GR. 3	61	32		26	16								135
GR. 4	53	23		29	13								118
GR. 5	56	23	3	19	13								114
GR. 6							100	31	1				132
TOTAL	401	141	3	217	91	1	100	31	1	0	0	0	986
GR. 7							93	37	0				130
GR. 8							103	32	1				136
GR. 9										106	28	6	140
GR. 10										119	23	5	147
GR. 11										104	23	9	136
GR. 12										108	18	7	133
TOTAL	401	141	3	217	91	1	296	100	2	437	92	27	1,808

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

Totals: EverGreen-545; RDW-309; MS-398; HS-556 TOTAL: 1,808

Last month total: 1,813

11. Adoption of the 2023-2024 Fiscal Year Tentative Budget

It is recommended that the Board of Education adopt the 2023-2024 Fiscal Year Tentative Budget showing estimated available resources of \$63,550,822.00 and Estimated expenditures and ending fund balance in the amount of \$63,550,822.00 establishing real estate tax millage of 11.8228 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 I)**

12. Adoption of the 2023-2024 Tax Resolutions

It is recommended that the Board of Education adopt the attached 2023-2024 Tax Resolutions. **(ATTACHMENT II)**

13. 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 2023 year as proposed at \$0.075 each, per name printed for the two copies of the Real Estate Duplicate and the Occupation/Per Capita Duplicate and the sum of \$12.00 each per duplicate bound. The sum of \$0.2095 for each tax statement prepared.

14. Approval of the 2022-2023 Graduate List

It is recommended that the Board of Education approve the attached list for 2022-2023 Graduation as presented by High School Principal Mr. Paul Gregorski contingent upon each having satisfactorily completed all school and state requirements by Graduation. **ATTACHMENT III**

15. Legislative Representative/Liaison

It is recommended that the Board of Education appoint Rick Hoch as PSBA Legislative Representative/Liaison for the 2023-2024 school year.

16. Appointment

It is recommended that the Board of Education appoint Director(s) Rick Hoch and Dana DeSiato as voting delegate(s) to the PSBA 2023 Delegate Assembly.

17. 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

18. 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 2023-2024 school year.

19. 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 2023-2024 school year at an estimated cost of \$250.00.

20. Donation of Board Treasurer's Salary

It is recommended that the Board of Education approve a donation to the Western Wayne Girls Wrestling team in the amount of \$3,000.00.

20.1 Additional Agenda Items

It is recommended that the Board of Education add two additional items to the meeting in regards to the resignation of the Vice President and the nomination of a new Vice President.

20.2 Resignation of Vice President of the Board

It is recommended that the Board of Education accept the resignation of Dana DeSiato as Vice President of the Board of Education in order to take on the roll of Board Treasurer.

20.3 Election of Board Vice President

- a. Solicit nominations for Vice President
- b. Election of Vice President

21. 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 2022 Duplicates.

22. Appointment of Tax Collectors

It is recommended that the Board of Education appoint the following elected Tax Collectors to serve the District for the 2023 duplicate:

- a. Canaan Township Linda Davis, 456 O'Connell Road, Waymart, PA 18472
- b. Clinton Township #1 Marianne Thorpe, 1095 Belmont Turnpike, Waymart, PA 18472
- c. Lake Township Maureen Barry, PO Box 72, Lake Ariel, PA 18436
- d. Salem Township Laura Roos, PO Box 818, Hamlin, PA 18427
- e. South Canaan Township Paula Herzog, 467 St. Tikhon's Rd., Waymart, PA 18472
- f. Sterling Township Cindy Hefty, PO Box 99, Sterling PA 18463
- g. Waymart Borough Mary Bosshard, 39 Carbondale Road, Waymart, PA 18472

23. Transportation - Extra Curricular

It is recommended that the Board of Education award Dianne Jenkins the Extra Curricular Transportation Runs for the 2023-2024 school year with Caruth Bus Lines, Inc. as backup on an as needed basis at the following rates: Rate per mile \$4.08 with a minimum for mileage of \$108.89 and a waiting time at the hourly rate of \$14.47 per hour. This is a 6.5% increase.

24. 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 contractor for the 2022-2023 school year as follows:

- a. Contractor Henwood Busing - Driver Catherine Porr

25. Intergovernmental Agreement for Special Education Services IU#19

It is recommended that the Board of Education approve an agreement with NEIU #19 for Special Education Services for the 2023-2024 school year as needed as the Special Education population requires, at an estimated cost of \$201,000.00 and to approve the Northeastern Educational Intermediate Unit Resolution pursuant to said contract

26. 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 \$175.00 per hour for attorneys and \$95.00 for paraprofessionals on an as needed basis for the 2023-2024 school year.

27. Appointment - District Solicitor

It is recommended that the Board of Education appoint Ellis Law Group, as District Solicitor at an annual retainer fee of \$750.00 and an hourly rate of \$150.00 for the 2023-2024 school year.

28. 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 2023-2024 school year.

29. 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 2023-2024 school year.

30. 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 2023-2024 school year.

31. 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).

32. Settlement Agreements

It is recommended that the Board of Education approve a Settlement Agreements between Western Wayne School District and the following:

- a. S#05-22-23.
- b. S#11-22-23

33. Waivers of Expulsion Hearing and Stipulation

It is recommended that the Board of Education adopt the proposed Waivers 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# 09-22-23
- b. S# 10-22-23

34. 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 \$4,885.00 effective July 1, 2023 to June 30, 2024.

35. Pitney Bowes Lease Agreement

It is recommended that the Board of Education approve a 5-year lease with Pitney Bowes for an office mailing and shipping SendPro C425 machine. This lease will be through First Choice Business Solutions with a monthly fee of \$138.76.

36. Agreement - Western Pennsylvania School for the Deaf

It is recommended that the Board of Education approve an agreement between Western Wayne School District and the Western Pennsylvania School for the Deaf 2022 Summer Preschool (Early Intervention) program effective July 3, 2023 through July 27, 2023 at a cost of \$1,800.00 per EI student.

37. Agreement - Wayne Memorial Community Health Centers

It is recommended that the Board of Education approve an agreement between Western Wayne School District and Wayne Memorial Community Health Centers to provide the required Medical Doctor 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 \$15.00/IEP effective for the 2023-2024 school year.

38. Contract - Carol Lienert

It is recommended that the Board of Education approve a contract between Western Wayne School District and Carol 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, 2023 for the 2023-2024 school year.

39. Student Enrollment

It is recommended that the Board of Education approve enrollment for the following students under Board Policy 202 for the 2023-2024 school year:

- a. NRS#01-23-24
- b. NRS#02-23-24

40. Overnight Field Trip

It is recommended that the Board of Education approve the following overnight field trip for the 2022-2023 school year:

- a. Pennsylvania Junior Academy of Science State Competition - May 14-15, 2023 - Penn State Main Campus, 4 students and Chaperone/Advisor Christine McClure.

41. Job Description

It is recommended that the Board of Education approve the following updated job description:

- a. Administrative Assistant to the Superintendent

42. Reimbursement for Unused Sick Leave at Retirement

It is recommended that the Board of Education adopt a revised Resolution to address the reimbursement for unused sick leave at retirement for all secretaries and paraprofessionals who meet the years of service guidelines. This retirement benefit expires June 30, 2025.

43. 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. Barbara Lockwood - Area: Cafeteria

b. Resignation/Retirements

It is recommended that the Board of Education accept the following resignation/retirements:

1. Connie Herzog, Paraprofessional retire effective June 9, 2023
2. Carla Antidormi, Custodian retire effective May 25, 2023
3. Makenzie Rose, Assistant Softball Coach resignation effective April 27, 2023

c. 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 June 1, 2023 to substitute teachers, custodial, secretaries - 10 month, cafeteria, teacher aides, library aides, and all approved substitutes as listed on the District Substitute list for 2022-2023 school year with a return required by July 1, 2023 to be included on the 2023-2024 District Substitute list.

d. Hourly/Per Diem Rates for the 2023-2024 school year

It is recommended that the Board of Education set the hourly/per diem rates for the 2023-2024 school year as follows:

1. Substitute Teachers - \$120 per diem - Guest Teachers - \$120 per diem
2. Substitute Teacher Aide - \$13.25 per hour
3. Substitute Secretary - \$14.00 per hour
4. Homework Help - \$120 per Diem
5. Security - \$20.00 per hour (Minimum of \$40.00 per event)
6. School Police Officers/Armed Security Officers - \$32.50 per hour

e. Appointment - 2023-2024 school year

It is recommended that the Board of Education approve the recommendation of the Superintendent and District Administrators in the following appointments:

1. Brianna Vinton-Estus - Temporary Professional Employee - Family & Consumer Science Teacher, Step 2B - \$60,703.00 - with applicable fringe benefits

effective for the start of the 2023-2024 school year.

f. Appointment - 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 rate:

1. Nichole Freiermuth - Speech Therapist - \$38.22/hr

g. Appointment - Advisors 2023-2024

It is recommended that the Board of Education appoint the following to the listed Advisor positions for the 2023-2024 school year at the salary as listed in the Professional Employees Contract:

- | | | |
|-------------------------|--|------------|
| 1. Rachael Palko | Co-Advisor HS National Honor Society-1 st yr | \$ 860.00 |
| 2. Kasey Gribble | Co-Advisor HS National Honor Society- 1 st yr | \$ 860.00 |
| 3. Grace Piconi-Augelli | Yearbook Advisor - 6th yr | \$2,771.73 |

h. Appointment - Coaching

It is recommended that the Board of Education approve the following coaching positions for the 2023-2024 school year at the salary as listed in the Professional Employees Contract:

- | | | |
|------------------------|--|------------|
| 1. Luke Gregory | Girls Jr High Soccer -3 rd yr | \$2,813.16 |
| 2. Matthew Fitzsimmons | Boys Soccer, Head - 20 th yr | \$6,574.25 |
| 3. Ashton Fitzsimmons | Boys Soccer, Assistant -1 st yr | \$3,715.00 |
| 4. Brent McClelland | Boys Jr High Soccer - 2 nd yr | \$2,758.00 |
| 5. Casey Lisowski | Jr High Cross Country -2 nd yr | \$3,414.00 |
| 6. Christa Maiocco | Girls Tennis - 2 nd yr | \$4,041.00 |

i. District Dentist

It is recommended that the Board of Education appoint Dr. Cathy Salak, DMD, as the District Dentist to examine students upon original entry and in Grades Kdg, 3 and 7 and students who missed dental screenings during the pandemic. for the 2023-2024 school year. The fee of \$10.00 per student will include the dental equipment needed for the screenings.

j. District Physician

It is recommended that the Board of Education appoint Dr. Frank Moro and Dr. Nathan Greczek as District Physicians for the 2023-2024 school year, duties as defined per Pennsylvania School Code for District Policy as duly licensed by the Commonwealth of Pennsylvania - Department of Health and in compliance with Acts 24/34/151/114 Guidelines as follows:

1. Mandated Physicals for grades Kindergarten, 6 & 11 and sports physicals at a rate of \$20.00 per physical for the 2023-2024 school year.
2. Physician coverage for home football games.

k. Appointment - Mentor

It is recommended that the Board of Education appoint the following mentor for the 2023-2024 school year at the salary listed in the Professional Employees Contract:

MENTOR	PROFESSIONAL EMPLOYEE	SALARY
1. Denise Johnson	Amanda Dalessandro	\$1,770.00

1. 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. Owen Kotchessa - EverGreen Elementary
2. Kaitlyn McDermott - ESY Occupational Therapist

44. Informational Items:

- a. **IMPORTANT DATES: MAY/JUNE**
1. May 1-5, 2023 - Middle School "Rock the Test" Activity Week
 2. May 2-3, 2023 - PSSA Math
 3. May 02, 2023 - Junior Information Night - 6 PM - Auditorium
 4. May 4-5, 2023 - PSSA Science 8th Grade Only
 5. May 05, 2023 - RDW 2nd Grade field trip to Electric City Trolley
 6. May 05, 2023 - Middle School Chorus Fest
 7. May 06, 2023 - Prom @ Anthracite Hotel - 5 to 9 PM
 8. May 8-12, 2023 - Middle School Spirit Week
 9. May 8, 2023 - 7th Grade Band & Chorus Concert 7 PM
 10. May 9, 2023 - 8th Grade Band & Chorus Concert
 11. May 10, 2023 - RDW Spring Concert -1st Grade @ 6:15 PM; 2nd Grade @ 7:00 PM
 12. May 12, 2023 - Band Fest
 13. May 12, 2023 - RDW 4th Grade field trip to Roebling Bridge
 14. May 12, 2023 - EverGreen 2nd Grade to Steamtown Nat'l Historic Site
 15. May 13, 2023 - Art Show/Spring Concert (Art show 1-3 PM and Concert from 3-5 PM)
 16. May 17, 2023 - EverGreen 1st & 2nd Grade concert @ 6:00 PM
 17. May 17, 2023 - RDW PreK Field Trip to Keen Lake Campground - 8:30/11:30 and 11:30/2:50
 18. May 18, 2023 - EverGreen 1st grade trip to Scranton Wilkes Barre Airport
 19. May 16, 2023 - 6th Grade Band & Chorus Concert
 20. May 17, 2023 - EverGreen PreK Bus Safety
 21. May 17-18, 2023 - Keystone Exams
 22. May 18, 2023 - National Honor Society Induction Ceremony - 7:00 PM
 23. May 19, 2023 - EverGreen Kindergarten Trip to Claws & Paws
 24. May 19, 2023 - EverGreen 4th Grade Trip to Robeson Museum & Science Center
 25. May 22, 2023 - 5th Grade Student Orientation at Middle School
 26. May 22, 2023 - RDW 3rd Grade field trip to Scranton Cultural Center
 27. May 23, 2023 - Middle School Field Day
 28. May 23, 2023 - Cat Walk Show - 7:00 PM - Auditorium
 29. May 23, 2023 - EverGreen 3rd Grade trip to Quiet Valley Historical Farm
 30. May 23, 2023 - RDW 4th Grade field trip to Lackawac Sanctuary
 31. May 24, 2023 - 5th Grade trip to PNC Field for STEM Day
 32. May 24, 2023 - Cat Pack Games @ HS Football Field
 33. May 24, 2023 - Junior Leadership Graduation Ceremony - 6:00 PM - Auditorium
 34. May 25, 2023 - 6th Grade Science Camp at Lacawac
 35. May 25, 2023 - RDW 1st Grade field trip to Shemanski's/Kennedy Grove/CreamWorks
 36. May 26, 2023 - EverGreen PTA Reflections ceremony @ 9:00 AM
 37. May 26, 2023 - **Noon dismissal** - Memorial Day Holiday
 38. May 29, 2023 - **No School** - Memorial Day
 39. May 30, 2023 - Athletic Awards Program - 7:00 PM - Auditorium
 40. May 31, 2023 - PBIS Blowout
 41. May 31, 2023 - 9th Grade Field Trip to Varden
 42. May 31, 2023 - RDW Fifth Grade Awards Assembly - 1:00 PM

43. June 1, 2023 - Senior Night - 7:00 PM - Auditorium
44. June 8, 2023 - **No School** - Teacher In-Service
45. June 9, 2023 - Last Day of School
46. June 9, 2023 - **Graduation** - Stadium - 6:00 PM
47. June 10, 2023 - Graduation Rain Date

b. 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. Kaitlyn McDermott - ESY EI
2. Owen Kotchessa - EverGreen Elementary

45. Correspondence
46. Superintendent's Report
47. Assistant Superintendent's Report
48. Principal's Report
49. Federal Program's Report
50. Other Business
51. Future Meetings:

June 07, 2023 - 6:00 P.M. Board Work Session, Administration Building, 1970C Easton Turnpike, Lake Ariel PA 18436.

June 07, 2023 - 6:00 P.M. Public Board Meeting and Final Adoption of the General Fund Budget 2023-2024, Administration Building, 1970C Easton Turnpike, Lake Ariel PA 18436.

Informational: Meetings held

April 26, 2023 - 6:00 PM - Special Meeting for the Presentation of the Narrative Budget for the 2023-2024 School year, Administration Building, 1970C Easton Turnpike, Lake Ariel, PA 18436.

April 05, 2022 - 5:45 PM - Executive Session for Personnel and Legal prior to the Board Work Session and following the Regular Board Meeting, Administration Building, 1970C Easton Turnpike, Lake Ariel, PA 18436.

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