

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, JUNE 7, 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  
\_\_\_ Joseph Gombita, Vice President  
\_\_\_ Jeffrey Gogolski, Treasurer  
\_\_\_ James Collins  
\_\_\_ Dana DeSiato  
\_\_\_ Gary Enslin  
\_\_\_ William Gershey  
\_\_\_ 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, Principal STEAM  
\_\_\_ 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 Special Educ  
\_\_\_ 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  
Special Meeting - Presentation of the Narrative Budget - April 26, 2023  
Board Work Session - May 3, 2023  
Regular Board Meeting and Adoption of Tentative Budget - May 3, 2023
6. Treasurer's Reports  
General Account

Food Service Account

- 7. Approval of Bills
  - General Account
  - Food Service Account

- 8. Student Recognition
  - Teacher Recognition

- 9. Recognition of Public - 15 minutes

- 10. Enrollment Report:  
ENROLLMENT - DAY # 173

2022-2023 SCHOOL YEAR

GRADE	EVERGREEN	SN	P	RDW	SN	P	MS	SN	P	HS	SN	P	TOTAL
EARLY INT.		20			5								25
PRE K	50			25									75
KDG	61	12		38	14	1							126
GR. 1	61	14		36	16								127
GR. 2	57	19		43	15								134
GR. 3	59	33		26	17								135
GR. 4	53	23		28	13								117
GR. 5	56	23	3	19	13	1							115
GR. 6							100	32	1				133
<b>TOTAL</b>	<b>397</b>	<b>144</b>	<b>3</b>	<b>215</b>	<b>93</b>	<b>2</b>	<b>100</b>	<b>32</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>987</b>
GR. 7							94	36	0				130
GR. 8							105	31	1				137
GR. 9										106	29	6	141
GR. 10										118	23	5	147
GR. 11										102	25	9	136
GR. 12										108	18	7	133
<b>TOTAL</b>	<b>397</b>	<b>144</b>	<b>3</b>	<b>215</b>	<b>93</b>	<b>2</b>	<b>299</b>	<b>99</b>	<b>2</b>	<b>434</b>	<b>95</b>	<b>28</b>	<b>1,811</b>

Key: SN - Special Needs, P - Placement outside of District  
**Totals: EverGreen-544; RDW-310; MS-400; HS-557      TOTAL:1,811**  
**May total: 1,808**

- 11. Year End Bills

It is recommended that the Board of Education authorize the Board Treasurer and Business Manager to review purchase orders and bills payable for the end of this fiscal year and approve the payment of 2022-2023 purchase orders or contracts which are in order and ready for payment. Bills processed under this authorization will be reported to the Board of Education at the August Board Meeting.

12. July Accounts Payable

It is recommended that the Board of Education authorize the Board Treasurer and Business Manager to approve payment of the July 2023 General Fund Accounts Payable and Payroll with a report to the Board of Education at the August Board Meeting.

13. Fund Balance Designation

It is recommended that the Board of Education approve the recommendation of the Business Manager to designate a portion of our ending 2022-2023 Fund Balance, if necessary, to manage future budgets as per Governmental Accounting Standards Board Statement Number 54 (GASB 54). Amount to be determined based on final adjusted balances as reflected in our Annual Financial Report.

14. Adoption of the 2023-2024 Fiscal Year Final Budget

It is recommended that the Board of Education adopt the 2023-2024 Fiscal Year Final Budget showing estimated available resources of \$64,106,740.00 and estimated expenditures and ending fund balance in the amount of \$64,106,740.00 establishing real estate tax millage of 11.7242 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)**

15. Adoption of the 2023-2024 Tax Resolutions

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

16. Homestead/Farmstead Resolution

It is recommended that the Board of Education approve the attached Homestead/Farmstead Resolution: **(ATTACHMENT III)**

17. Federal Program Allocations

It is recommended that the Board of Education approve filing applications for Federal Program allocations for the 2023-2024 school year as follows:

- a. Title I
- b. Title IIA
- c. Title III
- d. Title IV

18. Memorandum of Understanding

It is recommended that the Board of Education approve the Memorandum of Understanding between Western Wayne School District and NEIU#19 for the Title III Consortia for the 2023-2024 school year.

19. Early Intervention Assurance

It is recommended that the Board of Education approve the Early Intervention Assurance for the Operation of Special Education Services and Programs for the 2023-2024 program year.

20. PSBA Participation Agreement

It is recommended that the Board of Education approve an Agreement between Western Wayne School District and Pennsylvania School Board Association (PSBA) for the terms and conditions of participation in the Policy Maintenance Program effective July 1, 2023 to June 30, 2024.

21. Summer Transportation Contracts

It is recommended that the Board of Education approve the Transportation Contracts for the Extended School Year Program, Summer 2023 for the following contractors contingent upon enrollment at State Formula:

**Transportation Contracts for the Extended School Year (ESY) Programs, Summer 2023**

Contractor	Van	Type	Location	Dates
Joann Butler	48	ESY	Waymart & Honesdale to RDW	RDW, June 19-22, 26-29, July 31 - Aug 3, 7-10; 9:00 am -12:00 pm
Caruth Bus Lines *Wheel Chair Accessible Van	151	ESY	Waymart to RDW	RDW, July 31 - Aug 3, 7-10; 9:00 am -12:00 pm
Cavage Transit	74	EI	Lake Ariel to EverGreen Elem	EG, July 6-Aug 3; PM Session 12:00 pm-2:30 pm
	113	EI	Waymart & Lake Ariel to EverGreen	EG, July 6-Aug 3; AM Session 8:30 am -11:00 am, PM Session 12:00 pm -2:30 pm
John Cobb	51	ESY	Waymart to RDW	RDW, June 19-22, 26-29, July 31 - Aug 3, 7-10; 9:00 am -12:00 pm
Gary Dennis	144	ESY	Lake Ariel to RDW	RDW, June 19-22, 26-29, July 31 - Aug 3, 7-10; 9:00 am -12:00 pm
April DeRosa	146	ESY	Lake Ariel to RDW	RDW, June 19-22, 26-29, July 31 - Aug 3, 7-10; 9:00 am -12:00 pm
Brian Field	80	ESY	Moscow to RDW	RDW, June 19-22, 26-29, July 31 - Aug 3, 7-10; 9:00 am -12:00 pm
Henwood Busing	53	EI	Moscow & Sterling to EverGreen	EG, July 6-Aug 3; PM Session 12:00 pm-2:30 pm
	73	ESY	Lake Ariel to CSC-Wilkes Barre	CSC, June 20-July 27, Mon-Fri 8:30 am - 2:30 pm
	115	EI	Waymart to EverGreen	EG, July 6-Aug 3, AM Session 8:30 am -11:00 am, PM Session 12:00 pm-2:30 pm
	128	ESY	Mayfield & Lake Ariel to RDW	RDW, June 19-22, 26-29, July 31 - Aug 3, 7-10; 9:00 am - 12:00 pm
	145	ESY	Moscow, Sterling & Lake Ariel to RDW	RDW June 19-22, 26-29, July 31 - Aug 3, 7-10, 9:00 am - 12:00 pm
Kristen Miehle- Parent	1	ESY	Waymart to New Story	New Story: June 19-July 28 *No ESY: July 3 & 4; Mon-Thur 8:30 am - 2:30 pm, Fridays 8:30 am - 12:00 pm
Tia Strada	39	EI	Lake Ariel to Waymart to RDW	EI RDW: July 5-26, Monday & Wednesday only 8:00 am - 11:00 am
	39	EI	Lake Ariel to EverGreen	EI EG: July 6-Aug3, Tues & Thurs only 8:30 am-11:00 am

<b>Joshua Swingle</b>	106	ESY	Lake Ariel to Wallenpaupack Area SD	WASD: June 26-29, July 31-Aug 3, 7-10, Monday-Thursday 9:00 am - 1:00 pm
<b>Lisa Swingle</b>	78	ESY	Lake Ariel & Waymart to New Story	New Story: June 19-July 28 *No ESY: July 3 & 4; Mon-Thur 8:30 am - 2:30 pm, Fridays 8:30 am - 12:00
<b>Roy Swingle</b>	100	ESY	Lake Ariel to the Graham Academy	Graham Academy: June 19-22, 26-29, July 31-Aug 3, 7-10; 9:00 am - 12:00 pm
<b>Sara Wasman</b>	72	ESY	Lake Ariel to RDW	RDW, June 19-22, 26-29, July 31 - Aug 3, 7-10; 9:00 am -12:00 pm
	109	ESY	Lake Ariel to RDW	RDW, June 19-22, 26-29, July 31-Aug 3, 7-10: 9:00 am – 12:00 pm

22. 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 contingent upon receipt of necessary paperwork:

- a. Contractor Cavage Transit, Inc: Driver Derek Torquati

23. Transportation Contract - New

It is recommended that the Board of Education approve the following New Transportation Contract at State Formula for the 2022-2023 school year:

- a. Sara Wasman - Van #150 - Lincoln Jackson - effective May 5, 2023.

24. Agreement - C&S Athletics

It is recommended that the Board of Education approve an Agreement between Western Wayne School District and C&S Athletics for strength and conditioning services in the amount of \$32.00 per hour for 470 hours of training during the school year effective August 1, 2023 to July 31, 2024.

25. Agreement - Interpreter

It is recommended that the Board of Education approve an agreement between Western Wayne School District and Danielle Clancey and Taylor Hunter as an educational interpreter at a rate of \$43.00/hr (Monday thru Friday: 6 AM-6 PM); \$45.00/hr Evening/Nights (6 PM -6 AM); Weekend: Saturday-Sunday: and \$50/hr Holiday Rate: (Regular assignments occurring on National Holidays)for the 2023-2024 school year.

26. Appointment - Brian T. Kelly, CPA

It is recommended that the Board of Education appoint Brian T. Kelly, CPA & Associates as the audit firm for the Basic Audit Services for the years ending June 30, 2023 at a cost of \$30,000.00.

27. 2019 Construction Fund

It is recommended that the Board of Education approve the use of funds from our 2019 Construction Fund for the following capital projects: Replace carpeting in 5 rooms (600 section) at the Middle School (approximate cost \$28,892); Replace carpeting in 5

rooms (700 section) at the Middle School (approximate cost \$28,346); replace carpeting in the Middle School Instructional Services suite (approximate cost \$7,055); and replace stair tread in RDW and MS stairwells (approximate cost \$30,000). The purchase will be through Shaw Integrated Solutions under their KPN Contracts.

28. 2019 Construction Fund

It is recommended that the Board of Education approve the use of funds from our 2019 Construction Fund for the following capital project: Renovation of the High School Locker Room Restroom - Grimm Construction Inc. \$11,000 for the general contract work and Regal Plumbing & Heating \$11,360 for the plumbing work.

29. Purchase of Scissor Lift

It is recommended that the Board of Education approve the purchase of a JCB Electric Scissor Lift from Eastern Lift Truck Company, Inc. for \$14,500.00.

30. USG Agreement

It is recommended that the Board of Education approve an agreement with USG - Utility Services Group, Inc to evaluate the infrastructure of our sewer lines. They estimate approximately 100 man hours of work with an approximate cost of \$24,750.00. This is quoted under Costars Contract #016-098

31. Fire Inspection Agreement

It is recommended that the Board of Education approve an agreement with Beach Lake Sprinkler for the performance of all the required fire inspections across our four locations for an annual cost of \$14,422.00.

32. Agreement - Merakey Pennsylvania

It is recommended that the Board of Education approve an agreement between Western Wayne School District and Merakey Pennsylvania for educational services at a rate of \$230.96 per day as needed and \$153.96/day for Extended School Year services effective August 1, 2023 through July 31, 2024.

33. Agreement - LearnWell

It is recommended that the Board of Education approve an agreement between Western Wayne School District and LearnWell at the rate of \$51.00 per hour of instruction up to 5 hours per week effective July 1, 2023 through June 30, 2024.

34. Agreement - Graham Academy

It is recommended that the Board of Education approve an Agreement between Western Wayne School District and The Graham Academy at a rate of \$267.00 per day per student with Extended School year rate of \$173.00 per day effective August 1, 2023 through July 31, 2024.

35. Dual Enrollment Agreements

It is recommended that the Board of Education approve a dual enrollment agreement between Western Wayne School District and the following:

- a. Lackawanna College effective July 1, 2023 through June 30, 2024.
- b. The Pennsylvania State University effective for five (5) years starting July 1,

2023.

36. 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#12-22-23

37. Facility Use Requests

It is recommended that the Board of Education approve the listed facility use requests with the understanding that the buildings are unavailable if the school is closed for weather, other emergencies or holidays:

- a. EverGreen Elementary parking lots/bathrooms - Faith Baptist Fellowship Church Car Show - June 17, 2023 from 10:00 AM to 5:00 PM - Jason Richner. Custodial fee will be applied.
- b. Robert D. Wilson Elementary - Ages and Stages Child Care Center - Monday thru Friday - 6 AM to 5:30 PM - Alexis DuPlessis.
- c. EverGreen Elementary classroom/LGI/Cafeteria/gym/playground- North Pocono Preschool Summer LEAP Program - Monday thru Friday - 6:30 AM to 5:00 PM - June 12<sup>th</sup> to August 28, 2023 - Gail Laskowski.

38. 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. Kimberly Grodack - Area: Custodial
- 2. Deedra Metschulat - Area: Custodial
- 3. Christine Press - Area: Custodial
- 4. Lori Sinawa - Area: Custodial
- 5. Donna Weston - Area: Custodial

- b. Resignations

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

- 1. Alene Olsommer, Secretary - resigned effective July 5, 2023
- 2. Anna Culkin, Counselor - resigned effective the end of the 2022-23 school year

- c. Appointments - Extended School Year 2023

It is recommended that the Board of Education approve the following appointments for the Summer ESY Program 2023 contingent upon enrollment at the following rates:

- 1. **School Age - Special Education Teacher** - \$38.22/hour - Cheryl Shimkosky, and Danielle Caminiti - Substitute

**2. Speech and Language Therapist - \$38.22/hour - Rebecca Bozym**

d. Appointment - Administrative Assistant to the Superintendent

It is recommended that the Board of Education approve the recommendation of the Superintendent and District Administrators in the following appointment and that she be added to the existing Technology/Administrative Non-Act 93 Agreement with applicable fringe benefits effective July 1, 2023 contingent upon receipt of clearances:

1. Amanda F. Steinmetz - Administrative Assistant to the Superintendent - \$40,000.00.

e. Amendment Non-Act 93

It is recommended that the Board of Education approve the amended Technology/Administration Non-Act 93 Agreement.

f. Appointments - Secretarial

It is recommended that the Board of Education appoint the following as Secretaries with applicable fringe benefits effective the start of the 2023-2024 school year contingent upon receipt of clearances:

1. Nicole Palmer - \$14.00 per hour, 12 month position
2. Rachel Dennis - \$14.00 per hour, 12 month position

g. Administrative Assistant and Secretaries

It is recommended that the Board of Education approve the above hired administrative assistant and secretaries to work at their approved hourly rates as needed during the remainder of the 2022-2023 school year so that current staff can orient them prior to retirement.

h. Appointment - Custodian

It is recommended that the Board of Education approve the following recommendation of the Superintendent and District Administrators in the following appointment contingent upon receipt of clearances and employment paperwork:

1. Carol Snee - Custodian - full time - \$12 .50 per hour - with applicable fringe benefits - effective upon receipt of employment paperwork.

i. Appointments - Fall Coaches

It is recommended that the Board of Education appoint the following to the listed fall coaching positions for the 2023-2024 school year at the salary listed in the Professional Employees Contract contingent upon receipt of required paperwork:

- |                   |  |            |
|-------------------|--|------------|
| 1. Valerie Bott   | Soccer, Girls Varsity Head-1 <sup>st</sup> yr  | \$6,173.00 |
| 2. Shannon Boandl | Volleyball, Girls Assistant-6 <sup>th</sup> yr | \$2,981.85 |

j. 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. Gillian Groom - Jr High Cheerleading
2. Alex Iovacchini - Boys Soccer
3. Sabrina Morgan - Jr High Cheerleading
4. Kaeli Romanowski - Girls Basketball, Volleyball, Softball

39. Informational Items:

a. **President Rick Hoch** -

Hannah Fornes has attained Tenure in the Western Wayne School District.

b. **IMPORTANT DATES:**

1. June 1, 2023 - Senior Night - 7:00 PM - Auditorium
2. June 8, 2023 - **No School** - Teacher In-Service
3. June 9, 2023 - Last Day of School
4. June 9, 2023 - **Graduation** - Stadium - 6:00 PM
5. June 10, 2023 - Graduation Rain Date

40. Correspondence

41. Superintendent's Report

42. Assistant Superintendent's Report

43. Principal's Reports

44. Federal Programs Report

45. Other Business

46. Future Meetings:

July Regular Monthly Meeting - The Board of Education will recess for the month of July.

**August 2, 2023 - 6:00 P.M. - Board Work Session with Public Board Meeting to follow, District Board Room, Administration Building, 1970C Easton Turnpike, Lake Ariel, PA 18436**

Informational: Meetings held

May 23, 2023 - 6:00 P.M. - Executive Session for Legal Purposes

May 30, 2023 - 6:00 P.M. - Executive Session for Legal Purposes

June 7, 2023 - 5:30 P.M. - Executive Session for Legal Purposes followed by the Safety & Security Coordinator's Report presented during the Executive Session, followed by the Work Session, Administration Building, 1970C Easton Turnpike, Lake Ariel, PA 18436.

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