

**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: June 5, 2024

SUBJECT: AGENDA - Board Meeting
WEDNESDAY, June 5, 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
___ Matthew Barr, Assistant MS Principal
___ Robert Black, Assistant HS Principal
___ Jennifer Bradley, Middle School Principal
___ Jennifer DeNike, Ed.D., Dir. of Special Education
___ Kerrie Fitzsimmons, EverGreen Ass't Principal
___ Elizabeth Gregory, Early Intervention Supervisor
___ Paul Gregorski, High School Principal
___ Tyler Jakes, Athletic Director
___ Maria Liptak, Food Service Director
___ Maria Miller, Robert D. Wilson Principal
___ Justin Pidgeon, EverGreen Principal
___ Brian Seaman, Technology Director
___ Katie Shemanski, Psy.D., Supv. of Pupil Personnel
___ Elizabeth Watson, STEAM Principal

SOLICITOR

___ Brendan Ellis

5. Approval of Minutes
Special Meeting - Presentation of the Narrative Budget - April 24, 2024
Board Work Session - May 1, 2024
Regular Board Meeting and Adoption of Tentative Budget - May 1, 2024
Board Work Session-May 23, 2024
6. Treasurer's Reports
General Account
Food Service Account

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

8. Recognition of Public - 15 minutes

9. Enrollment Report:

ENROLLMENT - DAY # 172 2023-2024 SCHOOL YEAR

GRADE	EG	RDW	MS	HS	TOTAL
EARLY INT.	19	8			27
PRE-K	68	44			112
KDG	72	42			114
GR. 1	76	50			126
GR. 2	79	49			128
GR. 3	67	57			124
GR. 4	98	41			139
GR. 5	83	39			122
GR. 6			120		120
GR. 7			134		134
GR. 8			140		140
GR. 9				151	151
GR. 10				152	152
GR. 11				144	144
GR. 12				135	135
TOTAL	562	330	394	582	1868

Totals: EverGreen- 562 ; RDW- 330 ; MS- 394 ; HS 582 ; **TOTAL: 1,868**
 Last Meeting- Total: 1,867

10. 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 2023-2024 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.

11. July Accounts Payable

It is recommended that the Board of Education authorize the Board Treasurer and Business Manager to approve payment of the July 2024 General Fund Accounts Payable and Payroll with a report to the Board of Education at the August Board Meeting.

12. 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 2023-2024 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.

13. Adoption of the 2024-2025 Fiscal Year Final Budget

It is recommended that the Board of Education adopt the 2024-2025 Fiscal Year Final Budget showing estimated available resources of \$62,394,439.00 and estimated expenditures and ending fund balance in the amount of \$62,394,439.00 establishing real estate tax millage of 12.2811 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)**

14. Adoption of the 2024-2025 Tax Resolutions

It is recommended that the Board of Education adopt the attached 2024-2025 Tax Resolutions. **(ATTACHMENT II)**

15. Homestead/Farmstead Resolution

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

16. Federal Program Allocations

It is recommended that the Board of Education approve filing applications for Federal Program allocations for the 2024-2025 school year as follows:

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

17. POLICIES:

It is recommended that the Board of Education review (Second and Final Reading) the following policy:

236.1 Threat Assessment

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

- 218.3 Threat Assessment
- 808.1 Free/Reduced-Price Meals and Free Milk
- 808.2 Student Meal Charging

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

- 210.1 Possession/Administration of Asthma Inhalers/Epinephrine Auto-Injectors
- 621 Local Taxpayer Bill of Rights
- 810.2 Transportation - Video/Audio Recording

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

- 209.2 Diabetes Management
- 216.1 Supplemental Discipline Records
- 218.2 Terroristic Threats
- 246 School Wellness
- 317.1 Educator Misconduct
- 604 Budget Adoption
- 619 District Audit

18. Board Policy 202 Enrollment

It is recommended that the Board of Education approve enrollment for the following students under Board Policy 202 for the 2024-2025 school year:

- a. NRS#01-24-25
- b. NRS#02-24-25

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 2024-2025 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, 2024 to June 30, 2025.

21. Summer Transportation Contracts

It is recommended that the Board of Education approve the Transportation Contracts for the Extended School Year Program, Summer 2024 for the following contractors contingent upon enrollment at State Formula:

Transportation Contracts for the Extended School Year (ESY) Programs, Summer 2024

Contractor	Van #	ESY/EI ESY	School
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April DeRosa	142	ESY	R D Wilson
	146	ESY	R D Wilson
	152	ESY	R D Wilson
Cavage Transit	113	ESY	R D Wilson
	74	ESY	R D Wilson
Henwood	143	ESY	R D Wilson
	145	ESY	R D Wilson
	149	ESY	R D Wilson
	SI	ESY	R D Wilson
	73	ESY	Lighthouse Academy
JD Transportation	120	ESY	R D Wilson
Miehle (Parent Contract)	301	ESY	New Story
Swingle, Joshua	106	ESY	R D Wilson
Swingle, Lisa	81	ESY	NEIU
Swingle, Scottie Jr	102	ESY	R D Wilson
Swingle, Scottie Sr	78	ESY	New Story
Swingle & Sons	119	ESY	R D Wilson
Sara Wasman	72	ESY EI RD	R D Wilson
	72	ESY EI EG	
		AM	Evergreen
	72	ESY EI EG	
Tia Strada		PM	Evergreen
	109	ESY EI	Evergreen
Tia Strada	39	ESY EI EG	Evergreen

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 2023-2024 school year as follows contingent upon receipt of necessary paperwork:

- a. Contractor Cavage-Driver, Laura Hall
- b. Contractor Henwood-Driver, Jeanice Dietrich

23. Transportation Contract - Bus-New

It is recommended that the Board of Education approve the attached New Transportation Contract for busing at State Formula for the 2024-2025 school year. **ATTACHMENT IV**

24. Transportation Contract - Van-New

It is recommended that the Board of Education approve the attached New Transportation Contract for vans at State Formula for the 2024-2025 school year. **ATTACHMENT IV**

25. Transportation Contract - Extended School Year-New

It is recommended that the Board of Education approve the attached New Transportation Contract for extended school year transportation at State Formula for the 2023-2024 school year. **ATTACHMENT IV**

26. Agreement-TriState HVAC Equipment

It is recommended that the Board of Education approve an Agreement between Western Wayne School District and TriState HVAC for maintenance of the chiller in the amount of \$13,050.00 for the 2024-2025 school year.

27. 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, 2024, at a cost of \$30,000.00, for the year ending June 30, 2025 at a cost of \$31,000.00 and for the year ending June 30, 2026 at a cost of \$32,000.00.

28. 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 60-man hours of work with an approximate cost of \$24,750.00. This is quoted under Costars Contract #016-E23-314

29. Fire Inspection Agreement-Beach Lake Sprinkler

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 \$13,594.00 from July 1, 2024-July 30, 2027.

30. 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 \$237.88 per day as needed and \$158.60/day for Extended School Year services effective August 1, 2024 through July 31, 2025.

31. Agreement - LearnWell

It is recommended that the Board of Education approve an agreement between Western Wayne School District and LearnWell at the rate of \$72.00 per hour of Instruction up to 5 hours per week effective July 1, 2024 through June 30, 2025.

32. 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 2024-2025 school year as needed as the Special Education population requires, at an estimated cost of \$245,000.00 and to approve the Northeastern Educational Intermediate Unit Resolution pursuant to said contract.

33. 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 2023 Summer Preschool (Early Intervention) program effective July 8, 2024 through July 25, 2024 at a cost of \$1,800.00 per EI student.

34. 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 2024-2025 school year.

35. Agreement-NRG

It is recommended that the Board of Education renew our three-year agreement with NRG Controls North, Inc. for predictive and preventative maintenance services including 16 maintenance visits and 23 mechanical visits per year at a cost of \$49,900.00 for 2024-2025; \$49,900.00 for 2025-2026 and \$51,400.00 for 2026-207. This agreement is under COSTARS Contract #008-364.

36. Agreements-Interpreters Taylor A. Hunter and Danielle R. Clancey

It is recommended that the Board of Education approve agreements with Taylor A. Hunter and Danielle R. Clancey for interpreting services at a rate of \$46.00/hour for regular school day (\$48.00 if its last minute), \$48.00/hour (\$50.00 if it's last minute) for after school activities, \$50.00/hour for weekends (\$55.00 if its last minute), \$55.00/hour for holidays (\$58.00 if its last minute) for the 2024-2025 school year.

37. Transportation - Extra Curricular

It is recommended that the Board of Education award contractors Cavage, Caruth, and Scottie Swingle, Jr. the Extra Curricular Transportation Runs for the 2024-2025 school year at the following rates: Rate per mile \$4.22 with a minimum for mileage of \$112.59 and a waiting time at the hourly rate of \$14.96 per hour. This is a 3.4% increase. Additionally, to meet the needs of the district if we are unable to secure transportation with Cavage, Caruth or Scottie Swingle, Jr. for Extra Curricular Transportation Runs we reserve the right to make provisional awards as needed.

38. Middle School Summer Camp

It is recommended that the Board of Education approve a summer camp for our incoming 6th grade students. The camp will run from August 12, 2024-August 16, 2024, and will be funded through ARP ESSER set-aside funds for summer enrichment.

39. Personnel

a. Resignations/Retirements

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

1. Amber Harrison-Food Service - resigned effective May 9, 2024
2. Hunter Harrison-Custodian-resigned effective May 3, 2024
3. John Hill-Part-Time Food Service-resigned effective May 10, 2024
4. Grace Piconi-Augelli-Teacher-resigned effective June 6, 2024
5. Jennifer Bradley-Middle School Principal-resigned effective June 30, 2024
6. Ann Gregorski-Custodial-retired effective June 28, 2024
7. Amanda Steinmetz-Administrative Assistant to Superintendent-resignation effective July 1, 2024.
8. Sabrina Morgan-Paraprofessional-resigned effective June 7, 2024

b. Approval - Volunteers

It is recommended that the Board of Education approve the following to the list of volunteers for the 2024-2025 school year contingent upon receipt of clearances:

1. Gillian Groom (Cheerleading-Football)
2. Natalie Washine (Cheerleading-Football)
3. Sabrina Morgan (Cheerleading-Football)
4. Dana DeSiato (Girl's Wrestling)
5. Lexi DeSiato (Girl's Wrestling)

c. Advisor

It is recommended that the Board of Education approve the following advisor for the 2024-2025 school year pursuant to the professional employee contract:

- | | |
|---|------------|
| 1. Steven Redmond-Musical Technical Director-1 st year | \$ 827.00 |
| 2. Patrick Farley-Hot Rod Club-18 th year | \$1,690.81 |

d. Department Chair

1. Starlah Robbins-English 1st year \$1080.00*
2. Megan Rush-English 3rd year \$1101.60*

Co-chair position split equally.

e. Extended School Year 2024

It is recommended that the Board of Education approve the following appointment for the 2023-2024 school year contingent upon enrollment at the following rate:

1. **School Aged Paraprofessional**-Denise Caucci \$18.35/hour
2. **Social Worker**-Alyssia Verrill \$39.94/hour

f. Substitutes

It is recommended that the Board of Education approve the following personnel to be added to the District Substitute List for the 2023-2024 school year per

Certification, Act 24/34/151/114/153/168 Guidelines, Employment Eligibility Verification-U.S. Department of Justice:

1. Carly Muniz-Custodial

g. Appointment - Coaching

It is recommended that the Board of Education approve the following coaching positions for the 2024-2025 school year at the salary as listed in the Professional Employees Contract:

1. Luke Gregory-Jr. High Girl's Soccer 4th year \$2895.78
2. John Fahrenbach-Girl's Soccer Head Coach 9th year \$6545.65
3. James Moro-Girl's Soccer Assistant Coach 1st year \$3825.00

h. Appointment-Amendment

It is recommended that the Board of Education approve the following amendment for the 2023-2024:

1. John Gaudenzi is hereby amending his 2023-2024 Basketball Coaching position from a paid position to a volunteer position.

i. Appointments

It is recommended that the Board of Education approve the following appointments for the 2024-2025 school year:

1. Madison Gasper-Professional Employee-Teacher Elementary-Step 1B \$62,863.00 with applicable fringe benefits for the 2024-2025 school year.
2. Brooke Vennie-Temporary Professional Employee-Business, Computer, and Information Technology-Step 1M-\$67,413.00 with applicable fringe benefits for the 2024-2025 school year.
3. Jacob Vituszynski-Temporary Professional Employee-Long Term Substitute Math-First Semester-Step 1M-\$67,413.00 pro-rated with applicable fringe benefits for the 2024-2025 school year.

40. Informational Items:

- a. Student Recognition (during Work Session)
- b. Staff Recognition (during Work Session)
- c. **President William Gershey** - Erin Schane, Siena Cardamone and Sadie McHale have attained Tenure in the Western Wayne School District.
- d. Practicum Student-Chloe Fischl, Marywood University, August 26, 2024-December 13, 2024, Supervisor: Erica Germani
- e. Executive Session-June 5, 2024, for presentation of the Safety and Security Coordinator Report
- f. Dates to Remember:

June 3, 2024-Middle School Free PIAA Physicals for fall 2024 sports

June 3, 2024-High School Graduation Practice

June 4, 2024-EverGreen 4th grade field trip to Scranton Aquarium

June 4, 2024-EverGreen 5th grade moving up ceremony at 1:30 p.m.

June 4, 2024-Middle School 8th grade Moving Up Ceremony 9:00 a.m. Veterans Memorial Auditorium

June 4, 2024-Middle School 8th grade only dance, 6:00 p.m. Middle School Cafeteria
June 4, 2024-EverGreen last day of school for Pre-K and Early Intervention
June 4, 2024-High School Graduation Practice
June 5, 2024-Teacher In-Service-No School for Students
June 6, 2024-High School Graduation Practice
June 6, 2024-Last Day of School 9:00 a.m. dismissal for students noon dismissal for staff
June 6, 2024-Middle School final walk for 8th grade students
June 6, 2024-Report card distribution
June 6, 2024-High School Graduation Ceremony 6:00 p.m. Stadium (Auditorium if inclement weather)

41. Correspondence
42. Superintendent's Report
43. Assistant Superintendent's Report
44. Principal's Report
45. Federal Programs Report
46. Other Business
47. Future Meetings:

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

August 7, 2024 - 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

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