

## Board Minutes May 6, 2013

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

The regular scheduled meeting of the Western Wayne Board of Education was held on May 6, 2013 in the Western Wayne Administration Building located at 1970C Easton Turnpike, Lake Ariel, PA 18436.

The meeting was advertised in the legal section of the April 26, 2013 edition of the Wayne Independent.

Board President Alvin Hollister called the meeting to order at 7:03 P.M. Mr. Hollister announced that the board had met in Executive session prior to the meeting.

Ms. Faliskie offered a prayer followed by the Pledge of Allegiance.

Board Secretary Gary Podunajec took roll call. (8) Board Members were present and are listed as follows:

Board President - Alvin Hollister	Board Member - William Gershey
Board Vice President - Donald McDonough	Board Member - Donald Olsommer Jr.
Board Secretary - Gary Podunajec	Board Member - Doris Pliss
Board Treasurer - Frank Ward	Board Member - James Salak

Administrators Present: Acting Superintendent Dr. Clayton LaCoe, Business Manager Rose Emmett, High School Principal Patrick Sheehan, Assistant High School Principal Matthew Barrett, EverGreen Principal Ellen Faliskie, Director of Special Education Tanya Carelle, Director of Student Services Michael Cole and Food Service Director Maria Liptak.

Board Members Excused: Board Member David Lindow

Administrators Excused: Middle School Principal Kristen Donohue, Robert D. Wilson Principal Maria Miller and Assistant Principal Mary Ann Olsommer.

### Approval of Minutes

A motion was made by Mr. Gershey and seconded by Mrs. Pliss to accept the minutes generated from the regular Board meeting on April 08, 2013, Special meeting for the Presentation of Narrative Budget for the 2013-2014 School Year and the meeting for General Purposes on April 25, 2013.

The motion carried with all affirmatives.

### Treasurer's Reports

A motion was made by Mr. Ward and seconded by Mr. McDonough to accept the reports generated from the General Account, Food Service Account and Student Activities Account from January, February and March 2013.

The motion carried with all affirmatives.

**Approval of Bills**

A motion was made by Mr. Ward and seconded by Mr. McDonough to pay the bills generated from the General Account, Food Service Account and Construction Account.

The motion carried with all affirmatives.

**Student Recognition**

High School Principal Patrick Sheehan introduced two outstanding seniors for public recognition.

The first student recognized was Roberta Swingle, daughter of John and Lisa Swingle of Lake Ariel. Roberta's future plans are to attend the University of Scranton and major in Secondary Education Mathematics.

The next student recognized was Jordan Liptak, daughter of Maria and Thomas Liptak of Waymart. Jordan's future plans are to attend Slippery Rock University and earn a degree in Exercise Science in pursuit to become a Physical Therapist.

**Recognition of Public**

Mr. Davis from the Wild Turkey Federation of the Lake Region Long Beards presented a check of \$1,500.00 to the Western Wayne Board of Education for the construction of a dock at the EverGreen Elementary School.

Ms. Molly Rogers from the Wayne County Library described the way libraries have changed over the years. "Geek" the Library slogan was used in describing the way libraries support whatever your passions are.

Ms. Carmela Carman from the Lake/Hamlin library spoke. She thanked the Western Wayne students for all their help in supporting the library. She also thanked the Board of Education for their continued financial support.

**Enrollment Report:**

Mr. Hollister presented the enrollment report for the #146<sup>th</sup> day of the 2012-2013 school year.

GRADE	EVERGREEN	SN	P	RDW	SN	P	MS	SN	P	HS	SN	P	TOTAL
EARLY INT.		15			8								23
PRE K	55	2		47	1								105
KDG	84	8		37	15								144
GR. 1	81	5		42	9	2							139
GR. 2	71	11		32	7								121
GR. 3	66	14	2	50	15								147
GR. 4	68	16		33	18								135
GR. 5	84	20	3	39	17	1							164
GR. 6							139	41	2				182
<b>TOTAL</b>	<b>509</b>	<b>91</b>	<b>5</b>	<b>280</b>	<b>90</b>	<b>3</b>	<b>139</b>	<b>41</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,160</b>
GR. 7							135	40	2				177
GR. 8							113	45	4				162
GR. 9										122	45	4	171
GR. 10										154	30	6	190
GR. 11										144	22	8	174
GR. 12										137	29	10	176
<b>TOTAL</b>	<b>509</b>	<b>91</b>	<b>5</b>	<b>280</b>	<b>90</b>	<b>3</b>	<b>387</b>	<b>126</b>	<b>8</b>	<b>557</b>	<b>126</b>	<b>28</b>	<b>2,210</b>

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

**Totals: EverGreen-605; RDW-373; MS-521; HS-711**

**TOTAL: 2,210**

**April Total: 2,219**

#### **Approval of List of 2012-2013 Graduates**

A motion was made by Mr. Salak and seconded by Mr. Podunajec to recommend that the Board of Education approve the attached list of senior students for graduation on June 14, 2013 as presented by Patrick Sheehan Principal, contingent upon each having satisfactorily completed all school and state requirements by that date. **(ATTACHMENT I)**

The motion carried with all affirmatives.

#### **Legislative Representative/Liaison**

A motion was made by Mr. Gershey and seconded by Mr. Podunajec to recommend that the Board of Education appoint Mrs. Doris Pliss as Legislative Representative/Liaison for the 2013-2014 school year.

The motion carried with Director Pliss abstaining.

#### **Overnight Field Trips**

A motion was made by Mr. Podunajec and seconded by Mr. Olsommer to recommend that the Board of Education approve the following Overnight Field Trips for the 2012-2013 school year:

- a. 2013 FBLA National Leadership Conference - Anaheim, California - June 25-July 1, 2013 at the approximate cost of \$10,855.00.
- b. 2013 FCCLA National Leadership Conference - Nashville, Tennessee - July 6-12, 2013 at the approximate cost of \$11,000.00.
- c. 2013 TSA National Competition - Orlando, Florida - June 26-July 2, 2013 at the approximate cost of \$ 19,002.00.

Discussion was held amongst the Board members on the future of who goes on these events and how to pay for them.

The motion carried with all affirmatives.

#### **Chaperones**

A motion was made by Mr. Gershey and seconded by Mr. Olsommer to recommend that the Board of Education approve the following chaperones for the listed Overnight Field Trips:

1. FBLA - Fran Vitovsky and Theresa Lubash (June 25-July 1, 2013)
2. FCCLA -Jim Kobeski and Colleen Carmody (July 6-12, 2013)
3. TSA - Brian Landry, Dave Rupp, Sharon Giombetti, Carrie Krautter (June 26-July 2, 2013)

The motion carried with all affirmatives

#### **Board Secretary's Salary**

A motion was made by Mr. Podunajec and seconded by Mrs. Pliss to recommend that the Board of Education approve the Board Secretary's salary for the 2013-2014 school year at \$3,000.00.

The motion carried with all affirmatives.

**Election of Board Secretary**

A motion was made by Mr. Podunajec and seconded by Mr. Ward to appoint Business Manager Rose Emmett to serves as Board Secretary.

The motion carried with all affirmatives.

**Board Secretary's Bond**

A motion was made by Mr. Olsommer and seconded by Mr. Salak to recommend that the Board of Education approve the Public Secretary's Bond at \$25,000.00 for the 2013-2014 school year at an estimated cost of \$250.00.

The motion carried with all affirmatives.

**Board Treasurer's Salary**

A motion was made by Mrs. Pliss and seconded by Mr. Gershey to recommend that the Board of Education approve the amount of \$3,000.00 for the Board Treasurer's salary for the 2013-2014 school year.

The motion carried with all affirmatives.

**Election of Board Treasurer - in accordance with Section 404 of the Public School Code.**

The vote was unanimous with Director Frank Ward abstaining.

**Board Treasurer's Bond**

A motion was made by Mr. Gershey and seconded by Mrs. Pliss to recommend that the Board of Education approve the Public Official's Treasurer's Bond at \$25,000.00 for the 2013-2014 school year at an estimated cost of \$250.00.

The motion carried with all affirmatives.

**Donation to the Community Library of Lake and Salem Townships (amended)**

A motion was made by Mr. Ward and seconded by Mr. Olsommer to recommend that the Board of Education approve a donation of the Board Treasurer's salary in the amount of 50% of the base salary of \$3,000.00 or \$1,500.00 to The Community Library of Lake/Salem Townships.

The motion carried with Director Gary Podunajec voting no.

**Contribution to Local Library**

A motion was made by Mrs. Pliss and seconded by Mr. Hollister to recommend that the Board of Education approve a contribution of \$2,000.00 to The Community Library of Lake and Salem Townships.

The motion carried with Directors Gary Podunajec and James Salak voting no.

**Exoneration of Municipal Tax Collectors**

A motion was made by Mr. Gershey and seconded by Mr. Podunajec to recommend that the Board of Education approve the exoneration of the Municipal Tax Collectors from the collection of the 2012 Duplicates.

The motion carried with all affirmatives.

**Appointment of Tax Collectors**

A motion was made by Mr. Salak and seconded by Mr. Olsommer to recommend that the Board of Education appoint the following elected Tax Collectors to serve the District for the 2013 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 Sharon Birmelin, 119 Samson Road, Lake Ariel, PA 18436
- d. Salem Township Marlene Yedinak, 135 Cemetery Road, Moscow, PA 18444
- e. So. Canaan Township Paula Herzog, 467 St. Tikhon's Rd., Waymart, PA 18472
- f. Sterling Township Cindy Hefty, 429 Sterling Road, PO Box 99, Sterling PA 18463
- g. Waymart Borough Karen Robinson, 126 Myrtle St., Waymart, PA 18472

The motion carried with all affirmatives.

**Adoption of the 2013-2014 Fiscal Year Tentative Budget**

A motion was made by Mr. Podnajec and seconded by Mr. Olsommer to recommend that the Board of Education adopt the 2013-2014 Fiscal Year Tentative Budget showing estimated available resources of \$41,619,117 and estimated expenditures and ending fund balance in the amount of \$41,619,117 establishing real estate tax millage of 14.915 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 - II)**

Director James Salak reinforced the fact the Board was voting on a tentative budget and not a final budget. Director Doris Pliss reinforced the fact that the budget contains a 2.9 million dollar revenue deficit.

The motion carried with all affirmatives.

**Adoption of the 2013-2014 Tax Resolutions**

A motion was made by Mr. Podunajec and seconded by Mr. Olsommer to recommend that the Board of Education adopt the attached 2013-2014 Tax Resolutions. **(ATTACHMENT III)**

The motion carried with all affirmatives.

**Designation of Depositories**

A motion was made by Mrs. Pliss and seconded by Mr. Salak to recommend that the Board of education approve the designation of depositories for the 2013-2014 fiscal year as listed: (Section 621)

- a. Honesdale National Bank  
General Fund Interest Bearing Checking Account and Certificates of Deposit.
- b. Wayne Bank  
Capital Reserve Fund Account, Insurance Reimbursement Account and Certificates of Deposit.
- c. Pennstar Bank  
Payroll Account, Savings Account, Certificates of Deposit, Middle School Account, all Western Wayne High School Accounts including Activities Account, Athletic Account, and National School Lunch Program Account.

The motion carried with all affirmatives.

### **Agreement/Data Processing Services**

A motion was made by Mr. Podunajec and seconded by Mrs. Pliss to recommend 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 2013-2014 school year.

- a. The Student Information System (SIS) includes Attendance, Transportation, Health, Discipline, Scheduling, and Gradebook. Cost per student is \$7.50.
- b. Payroll at a cost per student of \$4.47 for the first 2000 students and \$2.16 for each additional student.
- c. Accounts Payable/Fund Accounting at a per student cost of \$3.88 for 1st 1200 - \$1.94 for each additional student.
- d. Personnel at a student cost of \$1.58 per student for 1<sup>st</sup> 2500 and \$0.78 for each additional student.
- e. Employee Portal at 1-3000 students \$695.00 yearly fee.  
(Approximate total cost of \$36,900.00)

The motion carried with all affirmatives.

### **School Calendar Change**

A motion was made by Mrs. Pliss and seconded by Mr. Gershey to recommend that the Board of Education approve the change to the AM Pre-Kindergarten calendar for the 2012-2013 school year to reflect a total of 181 days.

The motion carried with all affirmatives

### **Energy Purchasing**

A motion was made by Mr. Gershey and seconded by Mr. Ward to recommend that the Board of Education allow the Business Manager to work with our current electricity supplier, UGI Energy Services, to find the best rate possible for our preferred electricity supplier and have permission to sign an agreement with the company offering best possible rate. We are currently looking at several companies' rates.

The motion carried with all affirmatives.

### **Contract**

A motion was made by Mr. Ward and seconded by Mr. Olsommer to recommend that the Board of Education approve a contract between Western Wayne School District and Global Connect at a cost of \$4,420.00 effective July 1, 2013 to June 30, 2014.

The motion carried with all affirmatives.

### **Personnel**

#### **Substitute List**

A motion was made by Mr. Gershey and seconded by Mr. Podunajec to recommend that the Board of Education approve the following personnel to be added to the District Substitute List for the 2012-2013 school year per Certification, Act 24/34/151/114 Guidelines, Employment Eligibility Verification-U.S. Department of Justice:

1. Shannon Irwin - Area of Certification: Elementary
2. Daniel Kent - Area of Certification: Social Studies
3. Justin Roy - Area of Certification: Social Studies
4. Theresa Yazurlo - Area of Certification: Early Childhood

The motion carried with all affirmatives.

**Resignation/Retirement**

A motion was made by Mrs. Pliss and seconded by Mr. Ward to recommend that the Board of Education accept the resignation for retirement purposes of Lynda Williams effective the last day of the 2012-2013 school year.

The motion carried with all affirmatives.

**Resignation**

A motion was made by Mr. Salak and seconded by Mr. Podunajec to recommend that the Board of Education accept the resignation of Kelly Sosa, Personal Care Assistant effective April 19, 2013.

The motion carried with all affirmatives.

**Hourly/Per Diem Rates for the 2013-2014 school year**

A motion was made by Mr. Salak and seconded by Mr. Podunajec to recommend that the Board of Education set the hourly/per diem rates for the 2013-2014 school year as follows:

1. Substitute Teachers - \$85.00 per diem
2. Substitute Teacher Aide - \$7.50 per hour
3. Substitute Secretary - \$9.27 per hour
4. Hall Monitor - \$85.00 per diem
5. Security - \$17.00 per hour (Minimum of \$35.00 per event)

The motion carried with all affirmatives

**Appointment - Summer - 2013**

A motion was made by Mr. Gershey and seconded by Mr. Podunajec to recommend that the Board of Education approve the appointment of Michelle Emerson to the position of Summer Elementary Life Skills Paraprofessional at the rate of \$8.69 per hour contingent upon enrollment.

The motion carried with all affirmatives.

**Appointment - Summer Nurse -2013**

A motion was made by Mrs. Pliss and seconded by Mr. Gershey to recommend that the Board of Education appoint the following to the shared position of Summer Special Education Extended School Year Nurse at the rate of \$31.18 per hour contingent upon enrollment:

1. Mary Kay Bifano
2. Christina Salak
3. Georgia Mitchell

The motion carried with all affirmatives.

**Appointment - Summer Emotional Support -2013**

A motion was made by Mr. Gershey and seconded by Mr. Podunajec to recommend that the Board of Education appoint Myranda Strada - Summer Early Intervention Paraprofessional at the rate of \$7.50 per hour contingent upon enrollment and receipt of clearances.

The motion carried with all affirmatives.

**Appointments - 2012-2013 High School Summer School Program Teachers**

A motion was made by Mr. Podunajec and seconded by Mr. Olsommer to recommend that the Board of Education appoint the following as High School Summer School Program Teachers to the position listed at the salary listed in the Professional Employees Contract of \$31.18 per hour contingent upon student enrollment:

- 1. Michael Jones - Virtual Learning
- 2. Michael Bershefsky - Math

The motion carried with all affirmatives.

**Appointment - Coach**

A motion was made by Mr. Gershey and seconded by Mr. Olsommer to recommend that the Board of Education appoint the following to the listed coaching position for the 2012-2013 school year at the salary listed in the Professional Employees Contract:

- 1. Rebekah Mattern            Track, Assistant                    \$2,687.00

The motion carried with all affirmatives.

**Resignation - Coach**

A motion was made by Mr. Salak and seconded by Mr. Olsommer to recommend that the Board of Education approve the resignation of Jess Carey, Assistant Girls Soccer Coach for the 2013-2014 school year.

The motion carried with all affirmatives.

**Appointment - Coaches**

A motion was made by Mr. Gershey and seconded by Mrs. Pliss to recommend that the Board of Education appoint the following to the listed coaching positions for the 2013-2014 school year at the salary listed in the Professional Employees Contract contingent upon receipt of clearances:

- 1. Shane Grodack                    Football, Assistant                    \$3,979.00
- 2. Dave Piwowarczyk                Football, Assistant                    \$3,979.00
- 3. Steve Baronski                    Football, Assistant                    \$3,979.00
- 4. Steve Esgro                        Football, Assistant                    \$3,979.00
- 5. Nick Kazinetz                     Football, Assistant                    \$3,979.00
- 6. Patti Walker                        Soccer, Assistant Girls                \$2,889.00

The motion carried with all affirmatives.

**Rescind resignation**

A motion was made by Mr. Ward and seconded by Mrs. Pliss to recommend that the Board of Education rescind the motion of March 4, 2013 accepting Christine Minicozzi's resignation as effective the end of the 2012-2013 school year.

The motion carried with all affirmatives.

**Resignation**

A motion was made by Mr. Salak and seconded by Mr. Olsommer to recommend that the Board of Education approve the resignation of Christine Minicozzi effective April 18, 2013.

The motion carried with all affirmatives.



**Salary Schedules  
ACT 93**

A motion was made by Mrs. Pliss and seconded by Mr. Ward to table motions N & O.

The motion carried with all affirmatives.

**Appointment**

A motion was made by Mr. Podunajec and seconded by Mr. Olsommer to recommend that the Board of Education appoint Valerie Telese as a Personal Care Assistant (PCA) at the rate of \$8.00 per hour with applicable fringe benefits effective the start of the 2013-2014 school year.

The motion carried with all affirmatives.

**Approval - Volunteers**

A motion was made by Mr. Gershey and seconded by Mr. Podunajec to recommend that the Board of Education approve the following to the list of volunteers contingent upon receipt of clearances:

1. Ann Marie Karnick - High school/Middle school club activities
2. Marlene Mousley - Chorus
3. Juliann M. Smith - Band
4. Frank Swaha Jr - Softball

The motion carried with all affirmatives.

**Informational Items:**

a. **IMPORTANT DATES:**

1. NEIU Reading Competition - May 7, 2013 - Middle/High School
2. Middle School Chorus Concert - May 9, 2013 - 7:00 P.M. High School Auditorium
3. Jr/Sr Prom - Ehrhardt's - May 11, 2013
4. Discovery Day - Robert D. Wilson School - May 17, 2013
5. High School Spring Concert, Art Exhibit, Academic Fair Saturday, May 18, 2013  
High School Art Exhibit & Academic Fair - 1:00 PM - 5:00 PM - Spring Concert  
3:00 PM Showcase 1:00 PM - 5:00 PM
6. EverGreen PTA Installation Dinner - May 21, 2013
7. Middle School Memorial Day Assembly - May 23, 2013 - 9:00 AM - HS Auditorium
8. RDW Field Day - May 24, 2013
9. Middle School Science Camp - May 30-31, 2013 (6<sup>th</sup> grade)- Varden Conservation
10. Varsity Club Banquet - May 30, 2013 - 6:00 PM - Ladore Pavilion, Waymart
11. EverGreen 5<sup>th</sup> Grade picnic - May 31, 2013 - Salem Masonic Lodge
12. Senior Class Graduation practice - June 1, 2013
13. Senior Awards Night - June 4, 2013 - 7 PM - Auditorium
14. 7<sup>th</sup> & 8<sup>th</sup> Grade Band Concert - June 5, 2013 - 7:00 P.M. High School
15. 6<sup>th</sup> Grade Band Spring Concert - June 6, 2013 - 7:00 P.M. High School  
Auditorium
16. RDW 5<sup>th</sup> Grade Orientation @ Middle School - June 6, 2013
17. EverGreen Elementary Field Day - June 7, 2013
18. Senior Class Day - June 11, 2013
19. EverGreen 5<sup>th</sup> Grade Orientation @ Middle School - June 10, 2013
20. 8<sup>th</sup> Grade Leadership Camp - June 10 & 11, 2013 - Varden Conservation
20. EverGreen 5<sup>th</sup> Grade Moving Up Ceremony- June 14, 2013
21. 8<sup>th</sup> Grade Award Ceremony/Field Day - June 14, 2013 - 9:00 AM - Middle School
22. Graduation - June 14, 2013 - 7:00 PM - Auditorium

22. **LAST DAY OF SCHOOL** - June 17, 2013  
23. Teacher In-Service - June 18, 2013 - 8:00 AM to 3:00 PM

**Student Teacher/Intern:**

**MARYWOOD UNIVERSITY** - Intern Rachael Perri - Secondary Guidance - Matthew Fitzsimmons August 2013 to October 2013; Student Teacher Natalie Mennicucci - Art -EverGreen Elem Gayle Sauers - October 22, 2013 to December 6, 2013; Shelva Frizell - Elementary - Robert D. Wilson Elem - Kerrie Fitzsimmons - August 27, 2013 to October 18, 2013.  
**KEYSTONE COLLEGE** - Student Teacher Alisa Shaffer - Elementary - EverGreen - Stacey Cummings - September 3, 2013 to October 22, 2013

**Correspondence**

There was no correspondence.

**Acting Superintendent's Report**

There were no questions on the Acting Superintendent's report.

**Principal's Report**

There were no questions on the Principal's reports.

**Federal Program's Report**

There was nothing to report on the Federal Programs.

**Other Business**

Director William Gershey praised the performance of the High School Play, Beauty and the Beast. Mr. Gershey also reminded the audience that May 7, 2013, Western Wayne will be hosting the NEIU reading competition.

**Future Meetings:**

May 14, 2013 - 6:00 P.M. Special Meeting for General Purposes, District Board Room, Administration Building, 1970C Easton Turnpike, Lake Ariel, PA 18436

June 5, 2013 - 6:00 P.M. Board Committee Meeting, District Board Room, Administration Building, 1970C Easton Turnpike, Lake Ariel PA 18436

June 10, 2013 - 7:00 P.M. Public Board Meeting and final adoption of the General Fund Budget 2013-2014, District Board Room, Administration Building, 1970C Easton Turnpike, Lake Ariel PA 18436

**Informational:** meetings held

April 17, 2013- 4:00 P.M. Executive Session for negotiations, District Board Room, Administration Building, 1970C Easton Turnpike, Lake Ariel, PA 18436

April 25, 2013 - 4:00 P.M. Executive Session for negotiations, District Board Room, Administration Building, 1970C Easton Turnpike, Lake Ariel, PA 18436

April 25, 2013 - 6:00 P.M. Presentation of the Narrative Budget for the 2013-

2014 School Year, District Board Room, Administration Building, 1970C Easton Turnpike,  
Lake Ariel, PA 18436

**Adjournment**

A motion was made by Mr. Podunajec and seconded by Mr. Olsommer to adjourn the regular  
scheduled meeting of the Western Wayne Board of Education at 7:58 P.M.

The motion carried with all affirmatives.

Respectfully submitted,

Gary Podunajec  
Board Secretary

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

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