

**Board Minutes**  
**August 6, 2012**

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 August 6, 2012 in the Administration Office located at 1970C Easton Turnpike, Lake Ariel, PA 18436.

The meeting was advertised in the legal section of the June 22, 2012 edition of the Wayne Independent.

Board President Alvin Hollister called the meeting to order at 7:00 P.M.

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

Board Secretary Gary Podunajec took roll call. (9) Board Members were present and are listed as follows:

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

Administrators present were as follows: Acting Superintendent Dr. Clayton LaCoe, Business Manager Rose Emmett, High School Principal Patrick Sheehan, High School Assistant Principal Matthew Barrett, Middle School Principal Kristen Donohue, EverGreen Principal Ellen Faliskie, Robert D. Wilson Principal Maria Miller, Assistant Principal Mary Ann Olsommer, Director of Instructional Services Dr. Lorna Johns and Assistant Director of Instructional Services Michael Cole.

Administrators Excused:

Early Intervention Supervisor Tanya Carrelle and Food Service Director Maria Liptak.

**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 of June 11<sup>th</sup> and Special Board meeting of June 25, 2012.

The motion carried with all affirmatives.

**Treasurer's Report**

A motion was made by Mr. Ward and seconded by Mr. McDonough to accept the Treasurer's reports generated from the General Account, Food Service Account and Student Activities Account from April, May and June of 2012.

The motion carried with all affirmatives.

**Approval of Bills- Prepaid and Current**

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

The motion carried with all affirmatives.

#### **Recognition of Public**

Ms. Kathleen Cruz addressed the Board. Ms Cruz has five children in the Western Wayne School District. She would like to see more challenging academic extra-curricular activities at Western Wayne.

Dr. LaCoe responded that if the interest is there the District would provide for those activities.

Mr. Gary Enslin addressed the Board. Mr. Enslin thanked the Board and staff for the quality education his son received at Western Wayne. Garrett, a student in the Naval Academy was able to test out of 6 classes upon entry into the Service. He credited this to the education he received at Western Wayne.

#### **Handbooks**

A motion was made by Mr. Podunajec and seconded by Mr. Ward to recommend that the Board of Education approve Student/Parent Handbooks, Teacher Handbooks, Coaches and Advisors Handbooks and Bus Contractors/Drivers Handbook to be used for the 2012-2013 school year.

The motion carried with Director Doris Pliss abstaining.

#### **Service Contracts**

A motion was made by Mr. Salak and seconded by Mr. Podunajec to recommend that the Board of Education approve the attached list of Service Contracts all for the one year period commencing August 01, 2012. **ATTACHMENT I**

The motion carried with all affirmatives.

#### **Purchase of Bread**

A motion was made by Mr. Ward and seconded by Mr. McDonough to recommend that the Board of Education authorize Food Service Manager Maria Liptak to purchase bread from Butter Crust/Holsum Bakery for the 2012-2013 school year.

The motion carried with all affirmatives.

#### **Purchase of Milk**

A motion was made by Mr. Podunajec and seconded by Mr. Olsommer to recommend that the Board of Education authorize Food Service Manager Maria Liptak to purchase milk from Pocono Mountain Dairies for 2012-2013 school year at the PA Milk Marketing Board minimum.

The motion carried with all affirmatives.

#### **Data Processing Services**

A motion was made by Mr. Podunajec and seconded by Mr. Olsommer to recommend that the Board of Education approve Western Wayne School District's participation in the following data processing services being offered by NEIU #19 for the 2012-2013 school year as listed:

- a. Payroll at a cost per student of \$4.12 for the first 2250 students and \$2.02 for each additional student.
- b. Accounts Payable/Fund Accounting at a per student cost of \$3.27 for 1st 1200 - \$1.68 for each additional student.
- c. Personnel at a student cost of \$1.17 per student for 1<sup>st</sup> 2500 and \$0.56 for each additional student.
- d. Employee Portal at 1-3000 students \$695.00 yearly fee.  
(Approximate total cost of \$18,525.92)

The motion carried with all affirmatives.

#### **Transportation Van Contracts**

A motion was made by Mr. Gershey and seconded by Mr. Ward to recommend that the Board of Education approve the attached Transportation Contracts. **ATTACHMENT II**

The motion carried with all affirmatives.

#### **Extra-Curricular Transportation**

A motion was made by Mr. McDonough and seconded by Mr. Salak to recommend that the Board of Education award the Extra-Curricular Transportation Runs to Gary Jenkins for the 2012-2013 school year at the following rates: Rate per mile \$2.84 with a minimum for mileage of \$82.76 and waiting time at the hourly rate of \$10.99. (Rates reflect a 3.0% increase)

The motion carried with all affirmatives.

#### **Appointment**

A motion was made by Mr. Gershey and seconded by Mr. Olsommer to recommend that the Board of Education appoint Director Doris Pliss as a voting delegate to the PSBA Legislative Policy Council.

The motion carried with Director Doris Pliss abstaining.

#### **Dual Enrollment Agreement - Lackawanna College**

A motion was made by Mr. McDonough and seconded by Mr. Podunajec to recommend that the Board of Education approve the Dual Enrollment Agreement between Western Wayne School District and Lackawanna College for the 2012-2013 school year.

The motion carried with all affirmatives.

#### **Dual Enrollment Agreement - Luzerne County Community College**

A motion was made by Mrs. Pliss and seconded by Mr. Gershey to recommend that the Board of Education approve the Dual Enrollment Agreement between Western Wayne School District and Luzerne County Community College for the 2012-2013 school year.

The motion carried with all affirmatives.

#### **Service Agreement - VLN**

A motion was made by Mr. Podunajec and seconded by Mr. Olsommer to recommend that the Board of Education approve the agreement between Western Wayne School District and VLN, 1212 East Carson Street, Pittsburgh, PA 15203 at a start up cost of \$16,750.00 plus seat fees as stated in the service agreement for the 2012-2013 school year.

The motion carried with all affirmatives.

#### **Personnel**

##### **District Substitute List 2012-2013 School year**

A motion was made by Mr. Salak and seconded by Mr. Podunajec to recommend that the Board of Education approve the attached District Substitute list for the 2012-2013 school year per Certification, Act 34/151/114 Guidelines, and Employment Eligibility Verification - U.S. Department of Justice. **ATTACHMENT III**

The motion carried with all affirmatives.

#### **Approval of Sabbatical Leave**

A motion was made by Mrs. Pliss and seconded by Mr. Gershey to recommend that the Board of Education approve the request of employee PS#04-12-13 for a Sabbatical Leave for Restoration of Health for the first Semester of the 2012-2013 school year.

The motion carried with all affirmatives.

**Appointments - Long Term Substitutes**

A motion was made by Mr. Gershey and seconded by Mr. Ward to recommend that the Board of Education approve the recommendations of the Acting Superintendent and District Administrators in the following appointment:

1. Ellen Remaley - Long Term Substitute - Math - Step 1M - \$46,505.00  
- Pro-rated - with applicable fringe benefits effective the 1<sup>st</sup> semester of the 2012-2013 school year.

The motion carried with all affirmatives.

A motion was made by Mr. McDonough and seconded by Mr. Podunajec to recommend that the Board of Education approves the recommendations of the Acting Superintendent and District Administrators in the following appointment:

1. Casey Lisowski - Long Term Substitute - Physical Education - Step 1B - \$42,205.00 - Pro-rated - with applicable fringe benefits effective the 1<sup>st</sup> semester of the 2012-2013 school year.

**Appointment - Director of Special Education**

A motion was made by Mr. Podunajec and seconded by Mr. McDonough to recommend that the Board of Education approve the recommendation of the Acting Superintendent and District Administrators that Tanya Carrelle be appointed to the position of Director of Special Education effective August 17, 2012 at the salary of \$75,000.00.

The motion carried with all affirmatives.

**Appointment- Professional Employee**

A motion was made by Mr. Salak and seconded by Mr. Olsommer to recommend that the Board of Education approve the recommendation of the Acting Superintendent and District Administrators in the following appointment:

1. Jeremy Drake - Western Wayne Virtual Academy Teacher - Step 1M +48 - \$58,255.00- with applicable fringe benefits effective the start of the 2012-2013 school year.

The motion carried with Director McDonough voting No.

**Appointment of Varsity Club Co-Advisors - 2012-2013**

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 Varsity Club Co-Advisors position for the 2012-2013 school year at the salary listed in the Professional Employees Contract:

- |                    |            |
|--------------------|------------|
| 1. Colleen Carmody | \$1,000.00 |
| 2. Christine Carey | \$1,000.00 |
| 3. Paula Herzog    | \$1,000.00 |

The motion carried with all affirmatives.

**Appointment**

A motion was made by Mr. Podunajec and seconded by Mr. McDonough to recommend that the Board of Education approve the recommendations of the Acting Superintendent and District Administrators in the following appointment:

1. Christina Salak - Assistant School Nurse - \$15.00/hour, 32.5 hours/week, 180 days/year - No fringe benefits - effective the start of the 2012-2013 school year.

The motion carried with all affirmatives.

#### **Resignation**

A motion was made by Mrs. Pliss and seconded by Mr. Olsommer to recommend that the Board of Education accept the resignation of Joseph Swingle, Speech Therapist effective the end of the 2011-12 school year.

The motion carried with all affirmatives.

#### **Resignation/Retirement**

A motion was made by Mr. Pliss and seconded by Mr. Ward to recommend that the Board of Education accept the resignation for retirement purposes of Josslyn Robinson, Middle School Secretary effective August 9, 2012.

The motion carried with all affirmatives.

#### **Salary Adjustment**

A motion was made by Mr. McDonough and seconded by Mr. Podunajec to recommend that the Board of Education approve a salary adjustment for David Piwowarczyk paraprofessional due to the receipt of his Bachelor's degree effective for the 2012-2013 school year.

The motion carried with all affirmatives.

#### **Transfer**

A motion was made by Mr. Podunajec and seconded by Mr. Gershey to recommend that the Board of Education approve the transfer of Virginia Parry from ten (10) month secretary to twelve (12) month secretary with salary to reflect the increase effective August 10, 2012.

The motion carried with all affirmatives.

#### **Transfer**

A motion was made by Mr. Gershey and seconded by Mr. McDonough to recommend that the Board of Education approve the transfer of Rose Merritt from paraprofessional to ten (10) month secretary at \$9.27 per hour effective the start of the 2012-2013 school year.

The motion carried with all affirmatives.

#### **Transfer**

A motion was made by Mr. Podunajec and seconded by Mr. Ward to recommend that the Board of Education approved the transfer of Donna Urian, Food Service from the Robert D. Wilson Elementary School to the Western Wayne High School effective for the 2012-2013 school year.

The motion carried with all affirmatives.

#### **Appointment**

A motion was made by Mr. Podunajec and seconded by Mrs. Pliss to recommend that the Board of Education appoint Jaime Falsone to the position of Food Service Worker - Robert D. Wilson Elementary at the rate of \$10.50 per hour with no fringe benefits effective the beginning of the 2012-2013 school year.

The motion carried with all affirmatives.

**Appointment - Mentor Teachers**

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

<b>MENTOR</b>	<b>PROFESSIONAL EMPLOYEE</b>	<b>SALARY</b>
Anna Culkin	Erica Booth	\$ 701.50
Maria Shelp	Erica Booth	\$ 701.50
Danielle Vokes	Kelly Bosak	\$1,403.00
Laurie Wagner	Carrie Eltz (1 <sup>st</sup> semester)	\$ 701.50
Ted MacDonough	Andrew McCaffery	\$1,403.00
Melissa Williams	James Moro	\$1,403.00
Brian Landry	Marty O'Hora	\$1,403.00
Brian Hodorawis	Ellen Remaley (1 <sup>st</sup> semester)	\$ 701.50
Melissa Daniels	Casey Lisowski (1 <sup>st</sup> semester)	\$ 701.50

The motion carried with all affirmatives.

**Approval - Volunteers**

A motion was made by Mr. McDonough and seconded by Mr. Podunajec to recommend that the Board of Education approve the following to the list of volunteers for the 2012-2013 school year:

1. Josslyn Robinson
2. Harriet Bayly - Band Parent

The motion carried with all affirmatives.

**Informational Items:**

**Upcoming dates:**

1. August 22, 2012 - PreK Open House - 9 AM to 11 AM - EverGreen and Robert D. Wilson Elementary Schools
2. August 24, 2012 - New Teacher Induction - 8 AM - Administration Building
3. August 27 & 28, 2012 - Teacher In-Service days
4. August 29, 2012 - First Day of School

**Fall Sports Bids - ATTACHMENT IV**

**Student Teacher:**

1. DREXEL UNIVERSITY - Tammy Gregory - Elementary - Brenda Queipo - EverGreen - September 10, 2012 to December 14, 2012 -

**Correspondence:**

There was no correspondence.

**Federal Program Report**

There were no reports from the Federal programs.

**Other Business**

Director Donald McDonough acknowledged Dr. Lorna Johns, thanking her for her service at Western Wayne and wishing her well in the future. The Board also expressed their gratitude. Dr. Johns has retired as Director of Instructional Services at Western Wayne.

**Future Meetings**

September 05, 2012 - 6:00 P.M. Board Committee Meeting, District Board Room, Administration Building, 1970C Easton Turnpike, Lake Ariel, PA 18436

September 10, 2012 - 7:00 P.M. Public Board Meeting, District Board Room, Administration Building, 1970C Easton Turnpike, Lake Ariel, PA 18436

Informational: Meetings held

June 20, 2012 - 6:30 P.M. Board Executive Session, District Board Room, Administration Building, 1970C Easton Turnpike, Lake Ariel PA 18436

June 25, 2012 - 6:00 P.M. Special Board Meeting for General Purposes, District Board Room, Administration Building, 1970C Easton Turnpike, Lake Ariel PA 18436

August 1, 2012 - 6:00 P.M. Board Committee Meeting, followed by an executive session for personnel, District Board Room, Administration Building, 1970C Easton Turnpike, Lake Ariel, PA 18436

**Adjournment**

A motion was made by Mr. McDonough and seconded by Mr. Olsommer to adjourn the regular scheduled meeting of the Western Wayne Board of Education at 7:33 P.M.

The motion carried with all affirmatives.

Respectfully submitted,

Gary Podunajec  
Board Secretary

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

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