

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
MONDAY, JUNE 11, 2018
District Board Room - Administration Building

1. Call to Order Bernice Fiorella, Board President
2. Prayer
3. Pledge of Allegiance
4. Roll Call

BOARD

___ Bernice Fiorella, President
___ Rick Hoch, Vice President
___ Jeffrey Gogolski, Treasurer
___ Gary Enslin
___ William Gershey
___ Joseph Gombita
___ Michael Ochlan
___ Roger Shaffer Jr.
___ Ethan Wood

ADMINISTRATION

___ Matthew Barrett, Ed.D., Superintendent
___ Ellen Faliskie, Assistant Superintendent
___ Rose Emmett, Business Manager/Board Secretary
___ Paul Gregorski, High School Principal
___ Kristen Donohue, Middle School Principal
___ Justin Pidgeon, EverGreen Principal
___ Maria Miller, Robert D. Wilson Principal
___ Jennifer Bradley, Assistant HS Principal
___ Elizabeth Watson, Assistant MS Principal
___ Kerrie Fitzsimmons, EverGreen Ass't Principal
___ Cynthia LaRosa, Director of Special Education
___ Jennifer DeNike, Ass't Director of Special Ed
___ Elizabeth Gregory, Early Intervention Supervisor
___ Maria Liptak, Food Service Director
___ Brian Seaman, Technology Director
___ Joseph Dunda, Director of Building & Grounds

SOLICITOR

___ Matthew Meagher

5. Approval of Minutes
Regular Board Meeting - May 07, 2018
6. Treasurer's Reports
General Account
Food Service Account
7. Approval of Bills
General Account
Food Service Account

8. Student Recognition

9. Recognition of Public - 15 minutes

10. Enrollment Report:

ENROLLMENT - DAY #165

2017-2018 SCHOOL YEAR

GRADE	EVERGREEN	SN	P	RDW	SN	P	MS	SN	P	HS	SN	P	TOTAL
EARLY INT.		22			8								30
PRE K	60			39	9								99
KDG	74	13		25	9								121
GR. 1	64	13		31	9								117
GR. 2	53	25		37	9								124
GR. 3	66	17		31	12	1							127
GR. 4	55	17	1	41	15								129
GR. 5	75	24	2	35	5	5							146
GR. 6							99	35	4				138
TOTAL	447	131	3	239	67	6	99	35	4	0	0	0	1,031
GR. 7							101	23	2				126
GR. 8							135	32	7				174
GR. 9										107	32	3	142
GR. 10										131	28	2	161
GR. 11										140	23	2	165
GR. 12										130	23	2	155
TOTAL	447	131	3	239	67	6	335	90	13	508	106	9	1,954

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

Totals: EverGreen-581; RDW-312; MS-438; HS-623

TOTAL: 1,954

Last Month - **May Total**: 1,950

11. Final Adoption of the 2018-2019 Fiscal Year Budget

It is recommended that the Board of Education adopt the 2018-2019 Fiscal Year Final Budget showing estimated available resources of \$54,628,105.00 and estimated expenditures and ending fund balance in the amount of \$54,628,105.00 establishing real estate tax millage of 16.828 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. Final Adoption of the 2018-2019 Real Estate Tax Millage

It is recommended that the Board of Education adopt as final the Real Estate Tax rate of 16.828 with a 2% discount if the whole amount of tax is paid within two months after the date of the 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 on the tax notice with taxes to be paid to the tax collectors by 12/31/18.

13. Final Adoption of the 2018-2019 Tax Resolutions

It is recommended that the Board of Education adopt as final the tax Resolutions establishing the 2018-2019 Act 511 Real Estate Transfer Tax at the rate of one-half (1/2) of one (1) percent. **(ATTACHMENT II)**

14. Homestead/Farmstead Resolution

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

15. 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 2017-2018 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.

16. July Accounts Payable

It is recommended that the Board of Education authorize the Board Treasurer and Business Manager to approve payment of the July 2018 General Fund Accounts Payable and Payroll with a report to the Board of Education at the August Board Meeting.

17. 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 2017-2018 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.

18. Audit Resolution

It is recommended that the Board of Education approve the attached response and Corrective Action Plan to the State Audit Report. **ATTACHMENT IV**

19. Workers Compensation Insurance Company

It is recommended that the Board of Education approve a contract with Western Wayne

School District and _____ effective July 1, 2018 thru June 30, 2019.

20. 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 2018 year as proposed at \$0.065 each, per name printed for the two copies of the Real Estate Duplicate, \$0.1695 for each tax statement prepared, and the sum of \$9.50 each per duplicate bound.

21. Intergovernmental Agreement for Special Education Services

It is recommended that the Board of Education approve an agreement with NEIU #19 for Special Education Services for the 2018-2019 school year as needed as the Special Education population requires, at an estimated cost of \$307,778.22 and to approve the Northeastern Educational Intermediate Unit Resolution pursuant to said contract.

22. Agreement

It is recommended that the Board of Education approve a three year agreement between Western Wayne School District and NRG Controls North Inc., for predictive and preventative maintenance services as follows:

- a. District Office/High School/Middle School - Six (6) visits per year - \$9,700.00 (7/1/2018-6/30/2019); \$9,700.00 (7/1/2019-6/30/2020); \$10,000.00 (7/1/2020-6/30/2021).
- b. EverGreen Elementary - Six (6) visits per year - \$10,000.00 (7/1/2018-6/30/2019); \$10,000.00 (7/1/2019-6/30/2020); \$10,300.00 (7/1/2020-6/30/2021).
- c. Robert D. Wilson Elementary - Four (4) visits per year - \$6,300.00 (7/1/2018-6/30/2019); \$6,300.00 (7/1/2019-6/30/2020); \$6,500.00 (7/1/2020-6/30/2021).

23. Summer Transportation Contracts

It is recommended that the Board of Education approve the Transportation Contracts for the Extended School Year Program, Summer 2018, for the following contractors contingent upon enrollment at State Formula:

2018 Summer Transportation School Age and Early Intervention				
Contractor	Van	ESY/EI	Location	Dates
Black Transit	120	ESY	Hamlin to EverGreen Elementary	July 30, 31 August 1, 2, 6, 7, 8, 9
Butler, Joann	48	EI	Waymart to EverGreen Elementary	Tuesdays & Fridays July 10 through August 2
Butler, Joann	48	EI	Waymart to Robert D. Wilson	Mondays & Wednesdays July 9 through July 25
Cavage Transit	113	ESY	Waymart to EverGreen Elementary	July 30, 31 August 1, 2, 6, 7, 8, 9
Cobb, John	51	ESY	Waymart to EverGreen Elementary	July 30, 31 August 1, 2, 6, 7, 8, 9
Field, Brian	80	ESY	Hamlin to EverGreen Elementary	July 30, 31 August 1, 2, 6, 7, 8, 9
Henwood Busing	93	ESY	Lake Ariel to EverGreen Elementary	July 30, 31 August 1, 2, 6, 7, 8, 9
Henwood Busing	128	ESY	Lake Ariel to EverGreen Elementary	July 30, 31 August 1, 2, 6, 7, 8, 9
Lillie, John	61	ESY	Waymart to EverGreen Elementary	July 30, 31 August 1, 2, 6, 7, 8, 9
Miehle, Kristen	1	ESY	Waymart to New Story	June 18 through June 29 and July 16 through July 27
Strada, Tia	39	ESY	Lake Ariel to EverGreen Elementary	July 30, 31 August 1, 2, 6, 7, 8, 9
Swingle, Joshua	106	ESY	Lake Ariel to Wallenpaupack	June 25, 26, 27, 28 July 30, 31, August 1, 2, 6, 7, 8, 9

Swingle, Lisa	81	ESY	Lake Ariel to NEIU Learning Campus	July 2,3,9,10,11,12,16,17,18,19,23,24,25,26,30,31 August 1,2
Swingle, Lisa	129	EI	Lake Ariel to Scranton School for Deaf	July 2 through 20 Closed July 4
Swingle, Scottie	78	ESY	Lake Ariel to New Story	June 18 through June 29
Wasman, Sara	109	ESY	Lake Ariel to EverGreen Elementary	July 30, 31 August 1, 2, 6, 7, 8, 9
Yedinak, Gerald	107	EI	Hamlin to EverGreen Elementary	Tuesdays & Fridays July 10 through August 2
NEIU #19 Van			Lake Ariel to New Story	June 18 - June 29 and July 16 - July 27

24. Transportation - Extension

It is recommended that the Board of Education approve the following Extension to a Transportation Contract at State Formula for the 2017-2018 school year:

- a. Contractor RBeam Transportation - Van #71 - South Canaan to WWHS/MS to Human Resource Center, Honesdale - effective June 5, 2018.

25. Federal Program Allocations

It is recommended that the Board of Education approve filing applications for Federal Program allocations for the 2018-2019 school year as follows:

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

26. 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 2018-2019 school year

27. 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 2018-2019 program year.

28. Memorandum of Understanding

It is recommended that the Board of Education approve a Special Education Memorandum of Understanding among the Wayne Highlands, Wallenpaupack Area and Western Wayne School Districts.

29. School Lunches/Breakfast

- a. It is recommended that the Board of Education approve the Cafeteria meal prices for the 2018-2019 school year as listed:

Breakfast, Elem \$1.25 with milk
Breakfast, M.S. \$1.25 with milk

Breakfast, H.S.	\$1.25 with milk
Reduced	\$.30 with milk
Adult	\$2.25 with milk
Elementary	\$2.35 with Milk
Middle School	\$2.75 with Milk
High School	\$2.75 with Milk
Adult	\$3.50 with Milk or Bottled Water
Reduced(PreK-12)	\$.40 with Milk

b. `A la Carte Price List

It is recommended that the Board of Education approve the Cafeteria `A la Carte Prices for the 2018-2019 school year: (**ATTACHMENT V**)

30. Purchase of Bread

It is recommended that the Board of Education authorize Food Service Manager Maria Liptak to purchase bread from Bimbo Bakeries for the 2018-2019 school year.

31. Purchase of Milk

It is recommended that the Board of Education authorize Food Service Manager Maria Liptak to purchase milk from Pocono Mountain Dairies for the 2018-2019 school year.

32. Handbooks

It is recommended that the Board of Education approve the revisions to the Elementary, Middle, and High School Handbooks for the 2018-2019 school year.

33. Agreement - Summer 2018

It is recommended that the Board of Education approve an agreement between Western Wayne School District and the Western Pennsylvania School for the Deaf 2018 summer Preschool (Early Intervention) program effective July 2-20, 2018 at a cost of \$1,900.00 per student.

34. Dual Enrollment Agreement - Lackawanna College

It is recommended that the Board of Education approve the Dual Enrollment Agreement between Western Wayne School District and Lackawanna College for the 2018-2019 school year.

35. Athletic Trainer's Salary

It is recommended that the Board of Education approve the continued Service Agreement between Western Wayne School District and Geisinger-Community Medical Center for services of an Athletic trainer for the 2018-2019 school year at a rate of \$34,261.92 and \$35,289.78 for the 2019-2020 school year.

36. Acceptance of Deputy Tax Collector

It is recommended that the Board of Education accept Linda S. Davis, Canaan Township Tax Collector, appointment of Daniel E. Davis as Deputy Tax Collector for Canaan Township during the term of January 1, 2018 through December 31, 2021.

37. Acceptance of Deputy Tax Collector

It is recommended that the Board of Education accept Mary Bosshard, Waymart Borough Tax Collector, appointment of Marilyn Ryan as Deputy Tax Collector for Waymart Borough during the term of January 1, 2018 through December 31, 2021.

38. Acceptance of Deputy Tax Collector

It is recommended that the Board of Education accept Paula Herzog, South Canaan Township Tax Collector, appointment of Kaitlyn V. Herzog as Deputy Tax Collector for South Canaan Township during the term of January 1, 2018 through December 31, 2021.

39. Acceptance of Deputy Tax Collector

It is recommended that the Board of Education accept Cindy Ziegler-Hefty, Sterling Township Tax Collector, appointment of Debbie Gromlich as Deputy Tax Collector for Sterling Township during the term of January 1, 2018 through December 31, 2021.

40. Agreement - Guide Light, Limited

It is recommended that the Board of Education approve an agreement between Western Wayne School District and Guide Light, Limited at \$450.00 per day as needed effective September 1, 2018 through June 30, 2019.

41. Lease Agreement

It is recommended that the Board of Education approve a five-year lease agreement between Western Wayne School District and Dell Financial Services for new student laptops at an approximate cost of \$69,998.22 per year.

42. Overnight Trip

It is recommended that the Board of Education approve an overnight trip to The New Balance High School Track and Field Outdoor National Championships held at North Carolina A&T in Greensboro North Carolina. It takes place over the course of June 15th through 18, 2018. Approximate cost: \$1,706.00. Coaches/chaperones: Justin Collins, and Trina Collins.

43. Rescind Motion

It is recommended that the Board of Education rescind the following motion from the March 7, 2016 Board Meeting: A motion was made by Mr. Gaudenzi and seconded by Mr. Shaffer to only send our athletic teams with 500 averages or better into open tournaments for those applicable sports for PIAA District II sports playoffs starting in the 2016-2017 school year.

44. Settlement Agreement

It is recommended that the Board of Education approve the Settlement Agreement Relating to the following, in accordance with the terms thereof.

a. PS#04-17-18

45. Personnel

a. Substitute List

It is recommended that the Board of Education approve the following personnel to be added to the District Substitute List for the 2017-2018 school year per Certification, Act 24/34/151/114/168 Guidelines, Employment Eligibility Verification-U.S. Department of Justice:

1. Alyssa Buck - Area of Certification: Special Ed PK-8 & Early Education (change from Guest Teacher to Substitute Teacher upon receipt of certification).

b. Appointments - Summer ESY (Extended School Year) Program & Summer School - 2018

It is recommended that the Board of Education approve the following appointments for the Summer 2018 ESY Program and Summer School Program contingent upon enrollment at the following rates:

1. **ESY Special Education Teacher** - \$34.06/hour - Katherine McElhenny
2. **ESY Paraprofessionals** - Christine Smith - \$17.92/hour; Christine Chesney - \$9.50/hour
3. **Summer School Instructor** - \$34.06/hour - Rebecca Banik

c. Appointments - Long Term Substitutes

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

1. Hannah Fornes - Music - Long Term Substitute - Step 1B - \$49,577.00 with applicable fringe benefits effective for the beginning of the 2018-2019 school year.
2. Jessica Short - English - Long Term Substitute - Step 1B - \$49,577.00 with applicable fringe benefits effective for the beginning of the 2018-2019 school year.

d. Appointments - 2018-19 Coaching

It is recommended that the Board of Education appoint the following to the listed coaching positions for the 2018-2019 school year at the salary listed in the Professional Employees Contract:

- | | | |
|-------------------|---|------------|
| 1. Jerry Fuller | Wrestling, Assistant (6 th yr) | \$4,384.71 |
| 2. Dave Shimkosky | Summer Weight Room 24 sessions
2.5 hours each (2 nd year) | \$1,401.00 |

e. Appointments - Co-Athletic Directors

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

1. Gregory Butler - Co-Athletic Director at a pro-rated annual stipend of \$4,000.00 along with his teaching duties as needed.
2. Cindy Rizzi - Co-Athletic Director at her current hourly rate with no additional fringe benefits as needed.

f. Resignation/Retirement

It is recommended that the Board of Education accept the resignation for retirement purposes for Helen Bridges, Paraprofessional effective the final day of school in June 2018.

g. Corrected Motion

It is recommended that the Board of Education approve the agreed upon stipend of \$1,500.00 per year effective January 7, 2017 to June 30, 2019 for additional duties for Kristen Donohue, Middle School Principal/Curriculum Director.

h. Corrected Motion

It is recommended that the Board of Education approve the agreed upon stipend of \$1,500.00 per year effective January 7, 2017 to June 30, 2019 for additional duties for Elizabeth Watson, Middle School Assistant Principal.

i. Approval

It is recommended that the Board of Education approve payment to Elizabeth Bellush-Moore \$1,500.00 as the Co-Ed Inclusive Unified Track and Field Advisor for Western Wayne. Special Olympics PA will provide the District with reimbursement for this position.

j. Appointment Renewal

It is recommended that the Board of Education renew the appoint of Monir Bruckner as an intern with the Technology Department at \$11.00 per hour on an as needed basis, effective July 1, 2018 to September 30, 2018.

k. Resignation

It is recommended that the Board of Education accept the resignation of Football Assistant Coach Daniel Patrisso effective for the 2018-2019 school year.

l. Approval - Volunteer

It is recommended that the Board of Education approve the following to the list of volunteers for the 2018-2019 school year contingent upon receipt of clearances:

1. Shannon Sharpe - Cross Country
2. Helen Bridges - Robert D. Wilson Elementary

46. Informational Items:

- a. **President Bernice Fiorella - Sarah Calabro, Alyssa Gatto, and Sarah Wood have attained Tenure in the Western Wayne School District.**
- b. **Interns:** MARYWOOD UNIVERSITY - School Counselors - **Malina Bazink** - August to December 2018; **Heidi Evans** - August 2018 to May 2019 - Robert D. Wilson Elementary Erica Booth
- c. Fuel Oil Bid was accepted from Petroleum Traders at \$2.383 per gallon for the 2018-2019 school year.

d. **IMPORTANT DATES:**

1. June 04, 2018 - RDW PreK Bus Ride & Orientation
2. June 05, 2018 - RDW 2nd Grade Trip - Steamtown
3. June 05, 2018 - 6th Grade Word Generation Celebration
4. June 06, 2018 - RDW 4th Grade Trip - Lacawac Sanctuary
5. June 07, 2018 - RDW Kindergarten Trip - Lacawac Sanctuary
6. June 08, 2018 - RDW Field Day
7. June 08, 2018 - Sports Physicals
8. June 08, 2018 - 7th & 8th Grade - Speaker Joe Kane, Dangers of Vaping & Opioid Epidemic - Auditorium - 8:30 AM
9. June 11, 2018 - EverGreen 3rd, 4th, 5th grades Social Skills Carnival
10. June 12, 2018 - Middle School Field Day
11. June 13-14, 2018- Senior Final Exams
12. June 14, 2018 - Senior Night @ 7:00 PM
13. June 15, 2018 - EverGreen Field Day (rain date June 19)
14. June 15, 2018 - Middle School 8th Grade Dance @ 7:00 PM to 9:00 PM
15. June 15-19, 2018 - Grades 9-11 Final Exams
16. June 20, 2018 - EverGreen 5th Grade Moving Up Ceremony @ 1:30 PM
17. June 20, 21, 22, 2018 - Graduation Practice @ 8:00 AM
18. June 21, 2018 - 8th Grade Moving Up Ceremony @ 9:00 AM - MS Gym
19. June 21, 2018 - Robert D. Wilson 5th Grade Moving Up Ceremony
20. June 22, 2018 - **LAST DAY OF SCHOOL**
21. June 22, 2018 - **GRADUATION CEREMONY** @ 6:00 PM
22. June 25, 2018 - Teacher In-Service

47. Correspondence

48. Superintendent's Report

49. Assistant Superintendent's Report

50. Principal's Reports

51. Federal Programs Report

52. Other Business

53. Future Meetings:

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

July 30, 2018 - 6:00 P.M. - Board Committee Meeting, District Board Room, Administration Building, 1970C Easton Turnpike, Lake Ariel, PA 18436.

August 06, 2018 - 7:00 P.M. Public Board Meeting, District Board Room, Administration Building, 1970C Easton Turnpike, Lake Ariel, PA 18436

Informational: Meetings held

June 04, 2018 - 6:00 P.M. Board Committee Meeting - Executive Meeting for Legal and Personnel followed - District Board Room, Administration Building, 1970C Easton Turnpike, Lake Ariel, PA 18436

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

