

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: August 2, 2018

SUBJECT: AGENDA - Board Meeting
THURSDAY, AUGUST 02, 2018 - 7:00 P.M.
District Board Room - Administration Building

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

5. **BOARD**

ADMINISTRATION

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

___ 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, HS Assistant Principal
___ Elizabeth Watson, MS Assistant Principal
___ Kerrie Fitzsimmons, EverGreen Ass't Principal
___ Cynthia LaRosa, Director of Special Education
___ Jennifer DeNike, Ass't Director of Special Ed.
___ Elizabeth Gregory, EI Supervisor
___ Maria Liptak, Food Service Director
___ Brian Seaman, Technology Director
___ Joseph Dunda, Director of Building & Grounds

SOLICITOR

___ Matthew Meagher

6. Approval of Minutes
Regular Board Meeting - June 11, 2018
7. Treasurer's Report
General Account
Food Service Account
Student Activities Account - April, May, June 2018

- 8. Approval of Bills - Prepaid and Current
 - General Account
 - Food Service Account
 - Construction Account

- 9. Recognition of Public - 15 minutes

- 10. Board Policy

It is recommended that the Board of Education approve the renewal of the following Policies:

- 900 COMMUNITY
 - a. 917 Parent/Family Engagement Policy
 - b. 918 Title I Parental Engagement

- 11. Memorandum of Understanding

It is recommended that the Board of Education approve a Memorandum of Understanding between Western Wayne School District and Canaan Christian Academy in the event of an emergency.

- 12. Resolution

It is recommended that the Board of Education approve a Resolution Opposing ESA Voucher Programs.

- 13. Authorization

It is recommended that the Board of Education authorize the Honesdale National Bank to debit our General Fund Account for the payment of interest and principal on all bond payments that come due during the period July 1, 2018 through June 30, 2019.

- 14. Service Contracts

It is recommended that the Board of Education approve the attached list of Service Contracts all for the one-year period commencing August 01, 2018.

ATTACHMENT I

- 15. Pitney Bowes Lease Agreement

It is recommended that the Board of Education approve a 5-year lease with Pitney Bowes for an office mailing and shipping SendPro C300 machine. This lease will be through

First Choice Business Solutions with a monthly fee of \$138.76.

16. Handbooks

It is recommended that the Board of Education approve the following Handbooks to be used for the 2018-2019 school year:

- a. Teacher Handbooks
- b. Student Handbooks
- c. Coaches and Advisors Handbook and Student Activities Handbook
- d. Personal Service Providers Handbook
- e. Paraeducator Handbook
- f. Substitute Handbook
- g. Bus/Van Contractors Handbook

17. School Safety and Security Coordinator

It is recommended that the Western Wayne District Board of Education appoint the Superintendent as the District's "School Safety and Security Coordinator" for the 2018-2019 school year.

18. 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 contractor contingent upon enrollment at State Formula:

- a. Contractor Rbeam Transportation - Van #127 - ESY - South Canaan to Valley View Partial Program - Tuesday through Thursday - June 19,20,21, July 3, 5, 10, 11, 12, 17,18,19,24,25,26,31, August 1,2,7,8,9,14,15,16, 2018.
- b. Contractor Cavage Transit - Van #135 - ESY - Waymart to EverGreen Elementary - July 30, 31, August 1,2,6,7, 8, 9, 2018.
- c. Contractor Joann Butler - Van #48 - EI - Waymart to EverGreen Elementary to Wayne Highlands - Tuesdays & Fridays July 10 through August 2, 2018.
- d. Contractor Joann Butler - Van #48 - EI - Waymart to EverGreen Elementary to Wayne Highlands - Mondays & Wednesdays - July 9 through July 25, 2018.

19. Transportation Drivers and Substitutes

It is recommended that the Board of Education authorize the Superintendent to approve the Western Wayne School District Transportation Drivers and Substitutes for the Transportation contractors for the 2018-2019 school year contingent upon receipt of necessary paperwork and submit the report to the Board at the September 10, 2018 meeting.

20. Transportation Contractor - New

It is recommended that the Board of Education approve Ryan Wilmarth, 61 Town Hill Road, Forest City, PA 18421 as a new Transportation Contractor for Western Wayne School District for the 2018-2019 school year.

21. Transportation Contracts

It is recommended that the Board of Education authorize the Superintendent to

award the Transportation Contracts for the 2018-2019 school year and submit the report to the Board at the September 10, 2018 meeting.

22. Agreement - Summer EI 2018

It is recommended that the Board of Education approve a service agreement for the Summer EI Program with Western Wayne School District and Mary Cardinal, Teacher of the Visually Impaired at the rate of \$112.00 per hour as needed per student's IEP & 504 Service Agreement effective July 01, 2018 to August 31, 2018 contingent upon receipt of necessary paperwork.

23. Agreement - Head Start

It is recommended that the Board of Education approve the joint educational partnership between Western Wayne School District and the Scranton-Lackawanna Human Development Agency Inc., Head Start Program effective July 1, 2018 to June 30, 2019.

24. Agreement - PATH

It is recommended that the Board of Education approve an Agreement between Western Wayne School District and PA Treatment & Healing (PATH, Scranton, PA at a daily tuition rate of \$74.00 and Special Education AEDY rate of \$79.00 per day for the 2018-2019 school year.

25. Agreement - First Hospital, Genesis School

It is recommended that the Board of Education approve an Agreement between Western Wayne School District and Commonwealth Health First Hospital, Genesis School at a cost of \$110.00 per day, per student for the 2018-2019 school year.

26. Agreement - Children's Service Center

It is recommended that the Board of Education approve an Agreement between Western Wayne School District and Children's Service Center, Milford E. Barnes Jr. School at daily educational rate of \$126.50 and Therapeutic Education Program at \$167.00 per day for the 2018-2019 school year.

27. Service Agreement

It is recommended that the Board of Education approve an agreement between Western Wayne School District and Wayne County Drug & Alcohol Commission for Student Assistant Program (SAP) and Prevention Services on a program-funded basis for the sum of \$4,500.00 effective for the 2018-2019 school year.

28. Dual Enrollment Agreement - Johnson College

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

29. Acceptance of Deputy Tax Collector

It is recommended that the Board of Education accept Marianne L. Thorpe, Clinton

Township Tax Collector, appointment of Christine M. Kwiatkowski as Deputy Tax Collector for Clinton Township during the term of January 1, 2018 through December 31, 2021.

30. PROSPER Participation

It is recommended that the Board of Education allow Western Wayne School District to participate with Penn State Extension in PROSPER (Promoting School, Community, University Partnership to Enhance Resilience)

31. Agreement - VIP

It is recommended that the Board of Education approve an Agreement between Western Wayne School District and Victims' Intervention Program (VIP) at a cost of \$5,000.00 for the 2018-2019 school year.

32. Job Descriptions

It is recommended that the Board of Education approve the following job descriptions:

- a. Behavioral Health Specialist
- b. Athletic Director

33. Personnel

a. District Substitute List 2018-2019 School year

It is recommended that the Board of Education approve the attached District Substitute list for the 2018-2019 school year per Certification, Act 24/34/151/114/153/168 Guidelines, and Employment Eligibility Verification - U.S. Department of Justice. **ATTACHMENT II**

b. Sabbatical Request

It is recommended that the Board of Education approve the following Sabbatical leave of absence for Professional Development request for the First Semester of the 2018-2019 school year:

1. PS#03-18-19

c. Resignation

It is recommended that the Board of Education accept the following resignations effective the end of the 2017-2018 school year:

1. Sarah Calabro, Music Teacher
2. Samantha David, Learning Support Teacher
3. Shirley Motyka, Science Teacher
4. Ellen Dramisino, Part Time Paraprofessional

d. Appointments

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

1. **Jessica Short** - English - Temporary Professional Employee - Step 3M - \$55,127.00 - with applicable fringe benefits effective for the beginning of the 2018-2019 school year.
2. **Melissa Cottone** - Behavioral Health Specialist - Temporary Professional Employee - Step 1M - \$54,127.00 - with applicable fringe benefits effective for the beginning of the 2018-2019 school year.
3. **Helene Tscheschlog** - Biology - Professional Employee - Step 13M - \$65,127.00 - with applicable fringe benefits effective for the beginning of the 2018-2019 school year.
4. **Ashley Kromko** - Elementary - Temporary Professional Employee - Step 4B - \$51,077.00 - with applicable fringe benefits effective for the beginning of the 2018-2019 school year.
5. **Joyce Covalieski** - Music - Temporary Professional Employee - Step 1M - \$54,127.00 - with applicable fringe benefits effective for the beginning of the 2018-2019 school year.
6. **Stephen Rovinsky** - Special Education - Temporary Professional Employee - Step 1M - \$54,127.00 - with applicable fringe benefits effective for the beginning of the 2018-2019 school year.

e. 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. **Samantha Antosh** - Long Term Substitute - English - Step 1B - \$48,577.00 with applicable fringe benefits effective for the beginning of the 2018-2019 school year.
2. **Amanda Gruszewski** - Long Term Substitute - Special Education - Step 1M pro-rated \$54,127.00 - with applicable fringe benefits effective for the 1st semester of the 2018-2019 school year.

f. Appointment - Athletic Director

It is recommended that the Board of Education appoint Robert Black Jr. as Athletic Director in accordance with the Act 93 Agreement effective upon release of current employment.

g. Appointment - Advisor

It is recommended that the Board of Education appoint the following to the listed Advisor position for the 2017-2018 school year at the salary as listed in the Professional Employees Contract:

- | | | |
|--------------------|---------------------------|------------|
| 1. Marianne Morgan | Literary Magazine Advisor | \$1,489.00 |
|--------------------|---------------------------|------------|

h. Appointment - Advisors

It is recommended that the Board of Education appoint the following to the listed

Advisor position for the 2018-2019 school year at the salary as listed in the Professional Employees Contract:

- | | | |
|--------------------|----------------------------|------------|
| 1. Marianne Morgan | Literary Magazine Advisor | \$1,489.00 |
| 2. Tom Krause | Assistant Director Musical | \$1,160.00 |

i. Resignations - Coaching

It is recommended that the Board of Education accept the following coaching resignations for the 2018-2019 school year:

1. Dave Baker, Assistant Football Coach
2. Bryce Baumgardner, Soccer, Girls Jr. High Coach

j. Appointments - Coaching

It is recommended that the Board of Education appoint the following to the listed coaching position for the 2018-2019 school year at the salary as listed in the Professional Employees Contract contingent upon receipt of clearances:

- | | | |
|--|-----------------------------|------------|
| 1. Donald J. McDonough | Football, Assistant- 11 yrs | \$4,368.74 |
| 2. David Shimkosky | Football, Assistant-2 yrs | \$4,221.00 |
| 3. Steve Esgro* | Football, Assistant- 14 yrs | \$2,912.49 |
| 4. John Boandl* | Football, Assistant- 3 yrs | \$2,870.28 |
| 5. Jason Sauter* | Football, Assistant- 1 yr | \$2,814.00 |
| *splitting two salaries between the three coaches. | | |
| 6. Luke Gregory | Soccer, Girls Jr. High | \$2,213.00 |

k. Transfer

It is recommended that the Board of Education approve the transfer of Kelly Hambel from Paraprofessional to 10 Month Secretary effective the start of the 2018-2019 school year.

l. Appointment of Mentors 2018-2019

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

| MENTOR | PROFESSIONAL EMPLOYEE | SALARY |
|----------------------|------------------------------|---------------|
| Susan Schlasta | Melissa Cottone | \$1,533.00 |
| Grace Piconi-Augelli | Jessica Short | \$1,533.00 |
| Maria Arneil | Joyce Covalleski | \$1,533.00 |
| Ellen McGuigan | Ashley Kromko | \$1,533.00 |
| James Moro | Stephen Rovinsky | \$1,533.00 |

m. Approval of Elementary Student Assistance Program Team Members

It is recommended that the Board of Education approve the following Elementary Student Assistance Program Team Members for the 2018-2019 school year:

1. Maria Miller - Robert D. Wilson
2. Erica Booth
3. Jessica Matthews
4. Susan Schlasta
5. Kelly Vinton

6. Justin Pidgeon - EverGreen
7. Kerrie Fitzsimmons
8. Jill Butler
9. Anna Culkin
10. Christy Davis
11. Kenny Hemmler
12. Sara Lowe

n. Approval - Volunteers

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. Betty Buli - EverGreen Elementary
2. James Collins - EverGreen Elementary
3. Bernice Fiorella - EverGreen Elementary
4. Cynthia Gibbs - EverGreen Elementary
5. Melinda Maros - EverGreen Elementary
6. Sandra Mullen - EverGreen Elementary
7. Bonnie Price - EverGreen Elementary
8. Marilyn Steele - EverGreen Elementary
9. Dave Baker - Football

34. Informational Items:

a. Upcoming dates:

1. August 20, 2018 - PreK Open House - 9 AM to Noon - EverGreen Elementary
2. August 20, 2018 - 6th Grade & New Student Orientation - 6:00 PM -MS Gym
3. August 21, 2018 - PreK Open House - 9 AM to 11 AM - Robert D. Wilson Elem
4. August 21, 2018 - New Teacher Orientation meeting - 1:00 PM - District Office
5. August 22-23, 2018 - Teacher In-Service days
6. August 23, 2018 - Freshman & New Student Orientation - High School - 6:00 PM
7. **August 27, 2018 - FIRST DAY OF SCHOOL FOR STUDENTS**
8. September 18, 2018 - Open House - EverGreen and Robert D. Wilson - 6:00 PM
9. September 20, 2018 - Open House - Middle School and High School - 6:00 PM

- b. **Intern: Shana Carmody, MARYWOOD UNIVERSITY** - Social Worker - Diane Tansits - 2018-2019 school year.

35. Correspondence:

36. Federal Program Report

37. Other Business

38. Future Meetings

Tuesday, September 04, 2018 - 6:00 P.M. Board Committee Meeting, District Board Room, Administration Building, 1970C Easton Turnpike, Lake Ariel, PA 18436

Monday, September 10, 2018 - 7:00 P.M. Public Board Meeting, District Board Room, Administration Building, 1970C Easton Turnpike, Lake Ariel, PA 18436

Informational: Meetings held

July 17, 2018 - 5:30 P.M. Board Executive Session for Personnel, District Board Room, Administration Building, 1970C Easton Turnpike, Lake Ariel, PA 18436

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

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