

**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
WEDNESDAY, MAY 05, 2021
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
___ Dana DeSiato
___ Gary Enslin
___ William Gershey
___ Joseph Gombita
___ Michael Ochlan
___ Ethan Wood

SOLICITOR

___ Matthew Meagher

ADMINISTRATION

___ Matthew Barrett, Ed.D., Superintendent
___ Cynthia LaRosa, Ph.D., Ass't To Superintendent
___ Rose Emmett, Business Manager/Board Secretary
___ Paul Gregorski, High School Principal
___ Jennifer Bradley, Middle School Principal
___ Justin Pidgeon, EverGreen Principal
___ Maria Miller, Robert D. Wilson Principal
___ Elizabeth Watson, STEAM Principal
___ Matthew Barr, Assistant HS Principal
___ Kerrie Fitzsimmons, EverGreen Ass't Principal
___ Jennifer DeNike, Director of Special Education
___ Katie Shemanski, Psy.D., Supv of Pupil Personnel
___ Elizabeth Gregory, Early Intervention Supervisor
___ Maria Liptak, Food Service Director
___ Brian Seaman, Technology Director
___ Joseph Dunda, Director of Building & Grounds
___ Robert Black, Athletic Director/Transportation

5. Approval of Minutes
Board Work Session - April 7, 2021
Regular Board Meeting - April 7, 2021
6. Treasurer's Reports
General Account
Food Service Account
Student Activities Account - January, February, March 2021
7. Approval of Bills
General Account
Food Service Account
8. Student Recognition
Principal's List 3rd Marking Period

9. Recognition of Public - 15 minutes

10. Enrollment Report:

ENROLLMENT - DAY #143

2020-2021 SCHOOL YEAR

GRADE	EVERGREEN	SN	P	RDW	SN	P	MS	SN	P	HS	SN	P	TOTAL
EARLY INT.		18			8								26
PRE K	40			38									78
KDG	63	12		47	12								134
GR. 1	71	18		32	11								132
GR. 2	57	16		32	11								116
GR. 3	71	17	1	26	11								126
GR. 4	69	19		28	10								126
GR. 5	61	26	1	30	8								126
GR. 6							96	40	0				136
TOTAL	432	126	2	233	71		96	40	0	0	0	0	1,000
GR. 7							100	36	1				137
GR. 8							120	24	5				149
GR. 9										99	31	3	133
GR. 10										111	23	4	138
GR. 11										123	26	5	154
GR. 12										106	26	6	138
TOTAL	432	126	2	233	71	0	316	100	6	439	106	18	1,849

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

Totals: EverGreen-560; RDW-304; MS-422; HS-563 TOTAL: 1,849

March total: 1,852

11. Adoption of the 2021-2022 Fiscal Year Tentative Budget

It is recommended that the Board of Education adopt the 2021-2022 Fiscal Year Tentative Budget showing estimated available resources of \$57,338,604.00 and estimated expenditures and ending fund balance in the amount of \$57,338,604.00 establishing real estate tax millage of 17.6833 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. Adoption of the 2021-2022 Tax Resolutions

It is recommended that the Board of Education adopt the attached 2021-2022 Tax Resolutions. **(ATTACHMENT II)**

13. 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 2021 year as proposed at \$0.065 each, per name printed for the two copies of the Real Estate Duplicate and the Occupation/Per Capita Duplicate and the sum of \$9.50 each per duplicate bound. The sum of \$0.1695 for each tax statement prepared.

14. Construction funds

It is recommended that the Board of Education approve the use of funds from our 2019 Construction Fund for the following capital projects: Replace carpeting in 10-12 rooms at the Middle School (approximate cost \$95,000); complete a roof drainage repair at EverGreen Elementary (approximate cost \$60,000) and repair Solar Tubes at EverGreen Elementary (approximate cost \$14,000).

15. Flexible Instructional Days (FID)

It is recommended that the Board of Education approve Flexible Instructional Days (FID's) as an alternate form of instruction in place of a day otherwise cancelled when circumstances (e.g., epidemic, hazardous weather condition, law enforcement emergency, inoperability of school buses or equipment necessary to the schools operation, damage to a building unfit or unsafe for use) prevent the delivery of instruction in its customary manner or location. FID days are not to exceed five (5) days in a school year. Also, to provide flexibility to meet minimum instructional time requirements for the 2021-2022 school year and if approved may be extended up to three years.

16. Memorandum of Understanding - WWESPA

It is recommended that the Board of Education approve the following MOU in regards to vacation time:

- a. Western Wayne Educational Support Professionals Association MOU

17. Approval of the 2020-2021 Graduate List

It is recommended that the Board of Education approve the attached list for 2020-2021 Graduation as presented by High School Principal Mr. Paul Gregorski contingent upon each having satisfactorily completed all school and state requirements by Graduation. **ATTACHMENT III**

18. Legislative Representative/Liaison

It is recommended that the Board of Education appoint Bernice Fiorella as PSBA Legislative Representative/Liaison for the 2021-2022 school year.

19. Appointment

It is recommended that the Board of Education appoint Director(s) Bernice Fiorella and Rick Hoch as voting delegate(s) to the PSBA 2021 Delegate Assembly.

20. Election of Board Treasurer

- a. Solicit nominations for Board Treasurer
- b. Election of Board Treasurer - in accordance with Section 404 of the Public School Code

21. Board Treasurer's Salary

It is recommended that the Board of Education approve the amount of \$3,000.00 for the Board Treasurer's salary for the 2021-2022 school year.

22. Board Treasurer's Bond

It is recommended that the Board of Education approve the Public Official's Treasurer's Bond at \$25,000.00 for the 2021-2022 school year at an estimated cost of \$250.00.

23. Donation of Board Treasurer's Salary

It is recommended that the Board of Education approve a donation of the Board Treasurer's salary in the amount of \$1,000 to co-curricular, \$1,000 to Western Wayne Boys Soccer and \$1,000 to the Wayne Library Alliance (Hamlin Community Library).

24. Election of Board Secretary

- a. Solicit nominations for Board Secretary
- b. Election of Board Secretary - in accordance with Section 404 of the Public School Code

25. Board Secretary's Salary

It is recommended that the Board of Education approve the Board Secretary's yearly salary for the term of the office at \$3,000.00.

26. Board Secretary's Bond

It is recommended that the Board of Education approve the Public Secretary's Bond at \$25,000.00 for the term of the office at an estimated cost of \$250.00.

27. Real Estate Tax Rebate

It is recommended that the Board of Education approve a Real Estate Tax Rebate from the 2019-2020 School Year in the amount of \$15,700.54 on property # 22-0-0043-0010 in Salem Township. The rebate is the result of Civil Case #594-2019.

28. Exoneration of Municipal Tax Collectors

It is recommended that the Board of Education approve the exoneration of the Municipal Tax Collectors from the collection of the 2020 Duplicates.

29. Appointment of Tax Collectors

It is recommended that the Board of Education appoint the following elected Tax Collectors to serve the District for the 2021 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 Michele Valentino, 39 Bandits Lane, Lake Ariel, PA 18436
- d. Salem Township Stephen Wargo, PO Box 687, Hamlin, PA 18427
- e. South Canaan Township Paula Herzog, 467 St. Tikhon's Rd., Waymart, PA 18472
- f. Sterling Township Cindy Hefty, PO Box 99, Sterling PA 18463
- g. Waymart Borough Mary Bosshard, 39 Carbondale Road, Waymart, PA 18472

30. Transportation - Extra Curricular

It is recommended that the Board of Education award Dianne Jenkins the Extra Curricular Transportation Runs for the 2021-2022 school year with Caruth Bus Lines, Inc. as backup on an as needed basis at the following rates: Rate per mile \$3.58 with a minimum for mileage of \$95.55 and a waiting time at the hourly rate of \$12.70 per hour. This is a 1.4% increase.

31. 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 2020-2021 school year as follows:

a. Contractor Paul Cavage - Driver Chris Silva

32. Appointment - Special Counsel

It is recommended that the Board of Education approve King, Spry, Herman, Freund & Faul, LLC as Special Counsel for Western Wayne School District at the rate of \$170.00 per hour for attorneys and \$95.00 for paraprofessionals on an as needed basis for the 2021-2022 school year.

33. Appointment - District Solicitor

It is recommended that the Board of Education appoint Meagher-Ellis Law, as District Solicitor at an annual retainer fee of \$750.00 and an hourly rate of \$150.00 for the 2021-2022 school year.

34. Appointment - District Auditor

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, 2021, and 2022 at a cost of \$24,000.00 per year.

35. Americans with Disabilities Act (ADA) - Title IX Coordinator

It is recommended that the Board of Education approve the Assistant To Superintendent as ADA Officer and Title IX Coordinator for the Western Wayne School District in compliance with the American Disabilities Act for the 2021-2022 school year.

36. Affirmative Action Compliance Officer

It is recommended that the Western Wayne District Board of Education appoint the Assistant To Superintendent as the District's "Affirmative Action Compliance Officer" for the 2021-2022 school year.

37. Right-to-Know Officer

It is recommended that the Western Wayne District Board of Education appoint the Assistant To Superintendent as the District's "Right-to-Know" Officer for the 2021-2022 school year.

38. LEA Policies and Procedures - IDEA

It is recommended that the Board of Education approve the LEA policies and procedures that adhere to the requirements under the Individual with Disabilities Education Act, Part B (IDEA-B).

39. Board Policy - review

It is recommended that the Board of Education approve the review of the following Policy:

- a. Section: 200 Pupils
249 Bullying/Cyberbullying

40. Job Descriptions

It is recommended that the Board of Education approve the following revised job descriptions effective for the start of the 2021-2022 school year:

- a. Food Service Head Cook
- b. Food Service Worker
- c. Food Service Administrative Assistant

41. Contract - Blackboard Connect Inc.

It is recommended that the Board of Education approve a contract between Western Wayne School District and Blackboard Connect Inc. at a cost of \$4,626.39 effective July 1, 2021 to June 30, 2022.

42. 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 2021-2022 school year.

43. Contract - Carol Lienert

It is recommended that the Board of Education approve a contract between Western Wayne School District and Carol Lienert, C.R.N.P., to provide the required medical 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 \$10.00 for each Access Medical Practitioner Authorization form effective July 1, 2021 for the 2021-2022 school year.

44. Agreement - Mary Cardinal ESY EI 2021

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 \$125.00 per hour as needed per student's IEP & 504 Service Agreement effective July 01, 2021 to August 31, 2021 contingent upon receipt of necessary paperwork.

45. Personnel

- a. Substitutes

It is recommended that the Board of Education approve the following personnel to be added to the District Substitute List for the 2020-2021 school year per Certification, Act 24/34/151/114/153/168 Guidelines, Employment Eligibility Verification-U.S. Department of Justice:

- 1. Amanda Dalessandro - Area: Nurse
- 2. Katheryn Hickey* - Area: Guest Teacher

3. Christina Wolfe - Area of Certification: Early Childhood Pk-4

*pending completed employment paperwork.

b. Resignation/Retirements

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

1. Carl Mosher, Custodian - Retirement - effective June 30, 2021.
2. Martin O'Hora, Teacher - Resignation - effective end of the 2020-21 school year.
3. David Robinson, Maintenance Supervisor - Retirement - effective June 30, 2021
4. Debbie Ryan, Teacher - Retirement - effective end of the 2020-21 school year.
5. Carol Zawislak, Paraprofessional - Retirement - effective August 21, 2021.

c. Sabbatical Request

It is recommended that the Board of Education approve the following Sabbatical Leave of Absence for Professional Development request for the 2021-2022 school year:

1. PS#01-21-22

d. Letters of Assurance

It is recommended that the Board of Education approve the authorization of Reasonable Assurance of Employment letters to be sent out by the Superintendent's Office by June 1, 2021 to substitute teachers, custodial, secretaries - 10 month, cafeteria, teacher aides, library aides, and all approved substitutes as listed on the District Substitute list for 2020-2021 school year with a return required by July 1, 2021 to be included on the 2021-2022 District Substitute list.

e. Hourly/Per Diem Rates for the 2021-2022 school year

It is recommended that the Board of Education set the hourly/per diem rates for the 2021-2022 school year as follows:

1. Substitute Teachers - \$120 per diem - Guest Teachers - \$120 per diem
2. Substitute Teacher Aide - \$9.50 per hour
3. Substitute Secretary - \$10.50 per hour
4. Homework Help - \$120 per Diem
5. Security - \$19.00 per hour (Minimum of \$40.00 per event)

f. Appointments - 2021-2022 school year

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

1. Sienna Cardamone - Temporary Professional Employee - Special Education Step 2M - \$60,363.00 - with applicable fringe benefits effective for the start of the 2021-2022 school year.
2. Casey Lisowski - Temporary Professional Employee - Health & Physical Education Step 3M - \$60,863.00 - with applicable fringe benefits effective for the start of the 2021-2022 school year.
3. Nicole Weber - Professional Employee - Elementary - Step 2B - \$55,813.00 with applicable fringe benefits effective for the start of the 2021-2022 school year.

4. Sadie McHale - Temporary Professional Employee - Elementary - Step 1B \$55,313.00 - with applicable fringe benefits effective for the start of the 2021-2022 school year.
5. Summer Klikus - Professional Employee - Elementary - Step 1B - \$55,313.00 with applicable fringe benefits effective for the start of the 2021-2022 school year.
6. Erin Schane - Temporary Professional Employee - Elementary - Step 2B \$55,813.00 - with applicable fringe benefits effective for the start of the 2021-2022 school year.

g. Appointment - Extended School Year 2021

It is recommended that the Board of Education approve the following appointment for the Summer ESY Program 2021 contingent upon enrollment at the following rate:

1. Katie Kingston - ESY Teacher - \$36.07/hour

h. District Dentist

It is recommended that the Board of Education appoint Dr. Cathy Salak, DMD, as the District Dentist to examine students upon original entry and in Grades Kdg or 1,3 and 7 for the 2021-2022 school year. Students missed due to the Pandemic will be included with next year's dental screening process. The fee will include the dental equipment and proper protective equipment (PPE). The cost factor associated with the PPE will determine the cost.

i. District Physician

It is recommended that the Board of Education appoint Dr. Frank Moro as District Physician for the 2021-2022 school year, duties as defined per Pennsylvania School Code for District Policy as duly licensed by the Commonwealth of Pennsylvania - Department of Health and in compliance with Acts 24/34/151/114 Guidelines as follows:

1. Mandated Physicals for grades Kindergarten, 6 & 11 and sports physicals at a rate of \$20.00 per physical for the 2021-2022 school year.
2. Physician coverage for home football games.

j. Appointment - Advisor 2021-2022

It is recommended that the Board of Education appoint the following to the listed Advisor positions for the 2021-2022 school year at the salary as listed in the Professional Employees Contract:

1. Maria Masankay Science Olympiad Advisor - 5yrs \$945.54

k. Appointments - Summer School 2021

It is recommended that the Board of Education approve the following appointments as instructors of the Summer School Program 2021 contingent upon enrollment at the rate listed in the Professional Employees Contract of \$36.07 per hour:

1. Andrew McCaffery - Math
2. Starlah Robbins - ELA
3. David Shimkosky - Social Studies
4. Vincent Tomassoni - Science

1. Appointments - Department Chairpersons

It is recommended that the Board of Education approve the attached list of Department Chairpersons for the 2021-2022 school year at the rate listed in the Professional Employees Contract. **ATTACHMENT IV**

46. Informational Items:

- a. To achieve compliance with Act 39, we have reviewed recent lead testing results in drinking water and are confident that there is no risk from lead at our facilities. Results are well below EPA thresholds for any Action Level.
- b. The Fuel Oil Bid was accepted from Sunoco LP at a fluctuating price of + \$0.0050 per gallon above the unit price-per-gallon posted by the reseller price at the supplier's refinery terminal for the 2021-2022 school year + \$0.0435 per gallon delivery charge.
- c. IMPORTANT DATES:
 1. April 26-May 21, 2021 - PSSA Testing
 2. May 1, 2021 - Prom @ Anthracite Hotel, Carbondale - 6:00 PM to 9:00 PM
 3. May 2, 2021 - 7th Grade Chorus Concert - Auditorium - 7:00PM
 4. May 3-14, 2021 - AP Exams
 5. May 4, 2021 - 8th Grade Chorus Concert - Auditorium - 7:00 PM
 6. May 8, 2021 - Art Show (1-3 PM) and Spring Concert (12:30 PM) limited audience Band Concert (3:15 PM) @ stadium
 7. May 11-13, 2021 - Reading Competition (virtual)
 8. May 14, 2021 - **Noon dismissal** - Asynchronous Day
 9. May 17-28, 2021 - Keystone Exams
 10. May 24-28, 2021 - Middle School Spirit Week
 11. May 27, 2021 - National Honor Society Induction Ceremony (Rain date: May 28)stadium @ 7:00 PM
 12. May 28, 2021 - **Noon dismissal** - Memorial Day Holiday
 13. May 31, 2021 - **No School** - Memorial Day
- d. STUDENT INTERN: **UNIVERSITY OF SCRANTON:** Intern - Shelby Valvano - Guidance Fall 2021 - Matthew Fitzsimmons.

47. Correspondence

48. Superintendent's Report

49. Assistant To Superintendent's Report

50. Principal's Report

51. Federal Program's Report

52. Other Business

53. Future Meetings:

June 02, 2021 - 6:00 P.M. Board Work Session, Via ZOOM, 1970C Easton Turnpike, Lake Ariel PA 18436.

June 09, 2021 - 6:00 P.M. Public Board Meeting and Final Adoption of the General Fund

Budget 2021-2022, Via ZOOM, 1970C Easton Turnpike, Lake Ariel PA 18436

Informational: Meetings held

April 21, 2021 - 6:00 PM - May Board Work Session followed with the Presentation of the Narrative Budget for the 2021-2022 School year, Executive Session for Personnel followed the Narrative Budget, Via ZOOM, 1970C Easton Turnpike, Lake Ariel, PA 18436.

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