Board Minutes May 5, 2014

WESTERN WAYNE SCHOOL DISTRICT ADMINISTRATION OFFICE 1790C Easton Turnpike LAKE ARIEL, PA 18436

The regular meeting of the Western Wayne Board of Education was held on May 5, 2014 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 25, 2014 edition of the Wayne Independent.

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

Mr. Hollister led us in the Pledge of Allegiance.

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

Board President - Alvin Hollister Board Member – Andrew Gaudenzi Board Treasurer – William Gershey Board Member - David Lindow Board Member - Bernice Fiorella

Board Member - Donald McDonough

Board Member - Doris Pliss Board Member - Gary Podunajec

Board Vice President – Donald Olsommer Jr. was excused.

Administrators Present: Superintendent Dr. Clayton LaCoe, Business Manager/Board Secretary Rose Emmett, Assistant Superintendent Patrick Sheehan, High School Principal Matthew Barrett, Middle School Principal Kristen Donohue, Robert D. Wilson Principal Maria Miller, Assistant Principal Mary Ann Olsommer, Director of Student Services Michael Cole, Director of Special Education Tanya Carrelle, Assistant Director of Special Education Cynthia LaRosa, Early Intervention Supervisor Elizabeth Gregory, and Food Service Director Maria Liptak.

Administrator Excused: EverGreen Principal Ellen Faliskie.

Approval of Minutes

A motion was made by Mr. Gershey and seconded by Mr. McDonough to accept the minutes generated from the Regular Board Meeting of April 7, 2014 with the following correction to page 6543 - Board Members Andrew Gaudenzi and Gary Podunajec voted no on the motion for the Ultimate Frisbee Coach; and the minutes from the Special Meeting for the Presentation of the Narrative Budget for the 2014-2015 School Year of April 23, 2014.

The motion carried with the noted correction for the April 7, 2014 meeting with all affirmatives.

Treasurer's Report

A motion was made by Mr. Gershey and seconded by Mr. McDonough to accept the Treasurer's reports generated from the General Account, the Food Service Account, and the Student Activities Account for January, February and March 2014.

The motion carried with all affirmatives.

Approval of Bills

A motion was made by Mr. Gershey and seconded by Mrs. Pliss to pay the bills generated from the General Account and the Food Service Account.

The motion carried with all affirmatives.

Student Recognition

High School Principal Matthew Barrett recognized the 3rd Marking Period Principal's List students 2013-2014 as listed:

Ninth Grade – Kelly DeVito Jacob Karnick
Tenth Grade – Alexandra Mosomillo Ryan Batzel
Eleventh Grade – Bethany Giombetti Timothy Lescinski
Twelfth Grade – Caleigh Wildenstein Michaela Killian

Afterwards, High School Principal Matthew Barrett introduced two outstanding students Heather Butler and Zachary Taylor for student recognition.

Recognition of Public

Dr. Johnson asked if there were agendas and she was directed to the front corner of the main table where the agendas are located. There was no one else who addressed the Board.

Enrollment Report

Mr. Hollister presented the enrollment report for the 145th day of the 2013-2014 school year:

GRADE	EVERGREEN	SN	Р	RDW	SN	Р	MS	SN	Р	HS	SN	Р	TOTAL
EARLY INT.		13			7								20
PRE K	62			36									98
KDG	55	13		43	7								118
GR. 1	90	5		43	11								149
GR. 2	77	10		40	12								139
GR. 3	67	14		31	6								118
GR. 4	72	16		46	19								153
GR. 5	68	23	1	30	18								140
GR. 6							124	40	2				166
TOTAL	491	94	1	269	80	0	124	40	2	0	0	0	1,101
GR. 7							138	37	2				177
GR. 8							126	36	3				165
GR. 9										109	43	7	159
GR. 10										123	36	6	165
GR. 11										159	26	3	188
GR. 12										151	20	3	174
TOTAL	491	94	1	269	80	0	388	113	7	542	125	19	2,129

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

Totals: EverGreen-586; RDW-349; MS-508; HS-686 TOTAL: 2,129
April Total: 2,125

Lake Ariel School

A motion was made by Mr. Gershey and seconded by Mr. McDonough that pursuant to Section 7-707(8) of the Pennsylvania School Code, 24PS. 707-(8), the Western Wayne School District shall convey the property with improvements identified as Wayne County Tax Parcels 12-0-0005-0019, 12-0-0005-0025, 12-0-0005-0024, and 12-0-0005-0020 and further identified in Wayne County Deed Book 216 at Page 174, Deed Book 76 at Page 357, Deed Book 131 at page 20 to Lake Township for a consideration of \$100,000.

The motion carried all affirmatives.

Approval of List of 2013-2014 Graduates

A motion was made by Mrs. Pliss and seconded by Mr. Podunajec to approve the attached list of senior students for graduation on June 13, 2014 as presented by Matthew Barrett Principal, contingent upon each having satisfactorily completed all school and state requirements by that date. (ATTACHMENT I)

Mrs. Pliss congratulated them as they leave Western Wayne and continue to be leaders in our community.

The motion carried with all affirmatives.

Legislative Representative/Liaison

A motion was made by Mrs. Fiorella and seconded by Mr. Podunajec to appoint Doris Pliss as Legislative Representative/Liaison for the 2014-2015 school year.

The motion carried with seven affirmatives and one abstention from Mrs. Pliss.

Overnight Field Trips and Chaperones

A motion was made by Mr. Gaudenzi and seconded by Mr. Podunajec to approve the following Overnight Field Trips for the 2013-2014 school year:

- a) 2014 FBLA National Leadership Conference Nashville, Tennessee June 27 to July 3,2014 at the approximate cost of \$21,103 (to be split between club and School District). Chaperones: Fran Vitovsky and Theresa Lubash.
- b) TSA Middle School TSA National Conference Washington, DC June 26 to July 1, 2014 at an approximate cost of \$15,520.00 (to be paid by club). Chaperones: David Rupp and Rose Merritt. Parent chaperones: Joyce Smith and Kim Butler.

The motion carried with all affirmatives.

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

Mr. McDonough nominated Mr. Gershey as Board Treasurer and Mr. Podunajec seconded the nomination. Hearing no other nominations, President Hollister called for a vote.

The motion carried with all affirmatives.

Board Treasurer's Salary

A motion was made by Mrs. Pliss and seconded by Mr. Podunajec to approve the amount of \$3,000.00 for the Board Treasurer's salary for the 2014-2015 school year.

The motion carried with seven affirmatives and one abstention from Mr. Gershey.

Board Treasurer's Bond

A motion was made by Mr. Podunajec and seconded by Mr. McDonough to approve the Public Official's Treasurer's Bond at \$25,000.00 for the 2014-2015 school year at an estimated cost of \$250.00.

The motion carried with all affirmatives.

Donation of Board Treasurer's Salary

A motion was made by Mrs. Fiorella and seconded by Mr. Gaudenzi to approve a donation of the Board Treasurer's salary in the amount of \$1,500.00 to The Community Library of Lake and Salem Townships and \$1,500.00 to the Western Wayne Education Foundation.

The motion carried with seven affirmatives and one abstention from Mr. McDonough.

Exoneration of Municipal Tax Collectors

A motion was made by Mr. Podunajec and seconded by Mr. McDonough to approve the exoneration of the Municipal Tax Collectors from the collection of the 2013 Duplicates.

The motion carried with all affirmatives.

Appointment of Tax Collectors

A motion was made by Mr. McDonough and seconded by Mr. Podunajec to appoint the following elected Tax Collectors to serve the District for the 2014 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	Kelly Kyzer, 764 Stock Farm Road, Lake Ariel, PA 18436
d)	Salem Township	Marlene Yedinak, 135 Cemetery Road, Moscow, PA 18444
e)	South Canaan Township	Paula Herzog, 467 St. Tikhon's Road, Waymart, PA 18472
f)	Sterling Township	Cindy Hefty, 429 Sterling Road, PO Box 99, Sterling PA 18463
g)	Waymart Borough	Karen Robinson, 126 Myrtle Street, Waymart, PA 18472

The motion carried with all affirmatives.

Adoption of the 2014-2015 Fiscal Year Tentative Budget

A motion was made by Mr. Podunajec and seconded by Mr. Hollister to adopt the 2014-2015 Fiscal Year Tentative Budget showing estimated available resources of \$40,823,502 and estimated expenditures and ending fund balance in the amount of \$40,823,502 establishing real estate tax millage of 15.83 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)

A discussion followed regarding the tentative tax increase and the State's share of revenue.

The motion carried with seven affirmatives and one no from Mr. Gaudenzi.

Adoption of the 2014-2015 Tax Resolutions

A motion was made by Mrs. Pliss and seconded by Mr. McDonough to adopt the attached 2014-2015 Tax Resolutions. (ATTACHMENT III)

The motion carried with all affirmatives.

Printing of Tax Duplicates

A motion was made by Mr. Podunajec and seconded by Mr. Gershey to approve a contract with Government Software Services, Honesdale, PA to print school tax duplicates and bills for Real Estate for the 2014 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. This is the same rate as last year.

The motion carried with all affirmatives.

Designation of Depositories

A motion was made by Mr. Gershey and seconded by Mr. McDonough to approve the designation of depositories for the 2014-2015 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) NBT Bank (Pennstar) 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 Mr. Hollister to approve Western Wayne School District's participation in the following software services being offered by CSIU (Central Susquehanna Intermediate Unit) for the 2014-2015 school year.

- a) The Student Information System (SIS) includes Attendance, Transportation, Health, Discipline, Scheduling, and Gradebook. Cost per student is \$15.00 for first 2000 students and \$7.50 for each additional.
- b) Payroll at a cost per student of \$4.65 for the first 2000 students and \$2.25 for each additional student.
- c) Accounts Payable/Fund Accounting at a per student cost of \$4.03 for 1st 1200 \$2.02 for each additional student.
- d) Personnel at a student cost of \$1.64 per student for 1st 2500 and \$0.81 for each additional student.
- e) Employee Portal at 1-3000 students \$695.00 yearly fee. (Approximate total cost of \$51,000.00)

The motion carried with all affirmatives.

Second Reading - Adoption of Board Policy

A motion was made by Mrs. Fiorella and seconded by Mr. Podunajec to consider the adoption of the following Policies – Second Reading: ATTACHMENT IV

A. 000 LOCAL BOARD PROCEDURES - Attachment IV

- 000 Board Policy/Procedure/Administrative Regulations
- 001 Name and Classification
- 002 Authority and Powers
- 005 Organization
- 006 Meetings
- 006.1 Attendance at Meetings Via Electronic Communications
- 007 Policy Manual Access
- 008 Organization Chart
- 011 Board Governance Standards/Code of Conduct
- 012 Conflicts Of Interest

The motion carried with all affirmatives.

Revision of Board Policy

A motion was made by Mrs. Pliss and seconded by Mr. McDonough to not approve the revision of policy: Pupils – 209. Health Examinations/Screenings.

The motion carried with all affirmatives.

Real Estate Tax Rebate

A motion was made by Mr. Gershey and seconded by Mrs. Pliss to approve a Real Estate Tax Rebate in the amount of \$1,298.40 on property # 26-0-0340-0027.002 in Sterling Township. The rebate is due to a Veteran's Tax Exemption Certification.

The motion carried with all affirmatives.

Contract

A motion was made by Mr. Podunajec and seconded by Mr. Gershey to approve a contract between Western Wayne School District and Blackboard Connect Inc. at a cost of \$2.00 per student effective July 1, 2014 to June 30, 2015.

The motion carried with all affirmatives.

Chaperones

A motion was made by Mrs. Pliss and seconded by Mr. Gershey to approve the following as additional chaperones for the following trips:

- a) Mary Ann Curtis Band Trip to NYC April 25-26, 2014
- b) Shelly Jonas and Tim McClure National Honor Society trip to Baltimore, MD May 29-31, 2014.

The motion carried with all affirmatives.

Transportation - New

A motion was made by Mrs. Fiorella and seconded by Mr. Podunajec to approve the following New Transportation contract at State Formula for the 2013-2014 school year:

a) RBeam Transportation LLC - Van #124 - Waymart to Colonial IU, Wind Gap - beginning April 14, 2014.

The motion carried with all affirmatives.

Transportation - Extensions

A motion was made by Mrs. Fiorella and seconded by Mr. McDonough to approve the following Extended Transportation contracts at State Formula for the 2013-2014 school year:

- a) Marianne Thorpe Van #54 Waymart to Robert D. Wilson Early Intervention AM beginning April 23, 2014.
- b) Scottie Swingle, Jr. Van #105 Lake Ariel to NEIU Learning Center Eynon beginning March 5, 2014.
- c) Donald Miller Van # 73 Waymart to Western Wayne High School Alternative Ed beginning March 21, 2014.
- d) J.B. Transportation LLC Van #66 Carbondale to EverGreen Elementary beginning March 27, 2014.

The motion carried with all affirmatives.

Contract

A motion was made by Mrs. Pliss and seconded by Mr. Gershey to approve a contract with Western Wayne School District and Colonial Intermediate Unit 20 for student services at a cost of \$180.00 per day, for 43 days, not to exceed \$7,740.00. This contract will be in effect from April 7, 2014 to the end of the 2013-2014 school year.

The motion carried with all affirmatives.

Job Descriptions

A motion was made by Mr. Podunajec and seconded by Mr. McDonough to approve the following job descriptions:

- a) Instructional Services Secretary
- b) Access Secretary
- c) Early Intervention Secretary

The motion carried with seven affirmatives and one abstention from Mrs. Pliss.

Personnel

Substitute List

A motion was made by Mr. Gershey and seconded by Mr. Podunajec to approve the following personnel to be added to the District Substitute List for the 2013-2014 school year per Certification, Act 24/34/151/114 Guidelines, and Employment Eligibility Verification-U.S. Department of Justice:

- 1. Krystina Kretzschmar Area: Secretarial/Teacher Assistant
- 2. Carol Mills Area: Cafeteria
- 3. Kristy Rusin Area: Cafeteria
- 4. Mary Schlasta Teacher Assistant

The motion carried with all affirmatives.

Resignation/Retirement

A motion was made by Mr. McDonough and seconded by Mr. Podunajec to approve the following resignations for retirement purposes effective the end of the 2013-2014 school year:

- 1. Theresa Barrasse
- 2. Timothy Bell
- 3. Mary Kay Bifano
- 4. Steven Esgro
- 5. Janice Novak
- 6. Raymond Stedenfeld
- 7. Elizabeth Thomas-Richie

Mrs. Pliss added with regret.

The motion carried with all affirmatives.

Hourly/Per Diem Rates for the 2014-2015 school year

A motion was made by Mr. McDonough and seconded by Mr. Podunajec to set the hourly/per diem rates for the 2014-2015 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 - 2014

A motion was made by Mr. Gershey and seconded by Mr. McDonough to approve the appointment of Mary Schlasta to the position of Summer ESY Paraprofessional at the rate of \$7.50 per hour contingent upon enrollment and receipt of clearances.

The motion carried with all affirmatives.

Appointment

A motion was made by Mr. McDonough and seconded by Mr. Podunajec to approve the appointment of Jill Scaduto to the position of part-time cafeteria worker at the salary of \$10.50 per hour effective May 6, 2014.

The motion carried with all affirmatives.

Appointment - Coach 2013-2014

A motion was made by Mr. McDonough and seconded by Mr. Podunajec to appoint the following to the listed coaching position for the 2013-2014 school year at the salary listed in the Professional Employees Contract:

1. Trina Carito Track, Assistant \$2,768.00

The motion carried with seven affirmatives and one no from Mrs. Fiorella.

Appointments - Coaches 2014-2015

A motion was made by Mr. McDonough and seconded by Mr. Podunajec to appoint the following to the listed coaching positions for the 2014-2015 school year at the salary listed in the Professional Employees Contract pending adjustment upon updated contract. After some discussion about budgets it was recommended that each coach be voted on individually:

1. Justin Collins Weight Training, Fall 36 Sessions \$2,033.00

The motion carried with all affirmatives.

2. John Fahrenbach Soccer Boys, Assistant Coach \$2,889.00

The motion carried with all affirmatives.

3. Jennifer Keating Cheerleading, Varsity Football \$3,369.00

The motion carried with seven affirmatives and one abstention from Mr. Hollister.

4. Keith Toolan Football, Assistant Coach \$3,979.00

The motion carried with seven affirmatives and one no from Mrs. Fiorella.

Informational Items:

IMPORTANT DATES:

MAY

EverGreen 4th Grade Field Trip – May 2, 2014 – Upper Delaware Scenic & Recreational River AP Testing – May 5-15, 2014 – Board Room – District Office

NEIU Reading Competition – May 7, 2014 – Middle/High School

High School Spring Concert, Art Exhibit, Academic Fair - Saturday, May 10, 2014 - 1:00 PM – 5:00 Concert 3:00 PM & Showcase 1:00 PM – 5:00 PM

Title I Parent Advisory Committee meeting – May 12, 2014 – EverGreen – 3:00 PM

Keystone Exams - May 12-30, 2014

7th & 8th Grade Band Concert - May 14, 2014 - 7:00 PM - High School

Robert D. Wilson School Discover Day - May 16, 2014

EverGreen 4th & 5th Grade Science Fair – May 16, 2014 – 6:00 PM – Cafeteria/Gym

7th & 8th Grade Band Trip - May, 2014 - Dorney Park

EverGreen PTA Installation Dinner - May 20, 2014 - Cafeteria

National Honor Society Induction Ceremony - May 20, 2014 - 7:00 PM - Auditorium

Middle School Memorial Day Assembly – May 22, 2014 – 9:00 AM – HS Auditorium

8th Grade Dance - May 22, 2014 - Middle School Cafeteria

EverGreen 3rd Grade Trip - May 22, 2014 - Quiet Valley Living Historical Farm

7th & 8th Grade Chorus Trip - May 28, 2014 - New York City

7th & 8th Grade Assembly - Lou Ruspi Foundation Suicide Prevention - May 29, 2014

National Honor Society Trip – May 29-31, 2014 – Baltimore, MD

8th Grade Leadership Camp – May 30, 2014– Pocono Valley Resort

JUNE

EverGreen PTA Reflection Ceremony - June 2, 2014 - Cafeteria/Stage - 2:00 PM

Senior Awards Night – June 3, 2014 – 7 PM – Auditorium

Varsity Club Banquet – June 5, 2014– 6:00 PM – Ladore Pavilion, Waymart

6th Grace Science Camp – June 5 & 6, 2014 – Varden Conservation

Robert D. Wilson 5th Grade Orientation @ Middle School - TBA

EverGreen 5th Grade Orientation @ Middle School - TBA

EverGreen 5th Grade picnic – June 6, 2014 – Salem Masonic Lodge

Robert D. Wilson Field Day - TBA

Senior Class Day – June 10, 2014 – Hershey Park

6th Grade Band and Chorus Trip - June 10, 2014 - Knoebels

EverGreen 5th Grade Moving Up Ceremony- June 11, 2014

6th Grade Field Day – June 11, 2014

Senior Class Graduation practice – June 11, 12, 13, 2014

EverGreen Elementary Field Day – June 12, 2014 - rain date – June 13, 2014

7th Grade Field Day – June 12, 2014

8th Grade Field Day and Moving Up Ceremony – June 13, 2014

Graduation - June 13, 2014 - 7:00 PM - Auditorium

LAST DAY OF SCHOOL – June 16, 2014

Teacher In-Service – June 17, 2014 – 8:00 AM to 3:00 PM

Student Teacher/Intern:

UNIVERSITY OF MASSACHUSETTS – Intern - Courtney Kromko – Occupational Therapy – Jennifer Barillo – June 2-6, 2014.

Correspondence

Mr. Hollister referenced a letter received from Nancy Valtos regarding our High School Musical, she had high regards for the performance. Dr. LaCoe referenced a parent letter regarding their daughter.

Superintendent's Report

No questions.

Assistant Superintendent's Report

No questions.

Principal's Report

No questions.

Federal Programs Report

No report.

Other Business

Mr. Gershey congratulated the students on their performance of Guys and Dolls. Mr. Gaudenzi thanked the retirees for their service and Kayleigh Wildenstein for being a Scranton Times All Star.

Future Meetings:

June 4, 2014 – 6:00 P.M. Board Committee Meeting, District Board Room, Administration Building, 1970C Easton Turnpike, Lake Ariel PA 18436

June 9, 2014 - 7:00 P.M. Public Board Meeting, District Board Room, Administration Building, 1970C Easton Turnpike, Lake Ariel PA 18436

June 26, 2014 – 6:00 P.M. Special Meeting for General Purposes and the Final Adoption of the General Fund Budget 2014-2015, District Board Room, Administration Building, 1970C Easton Turnpike, Lake Ariel PA 18436

Meetings Held

April 16, 2014- 4:00 P.M. Board Committee for Negotiations, WWESP, District Board Room, Administration Building, 1970C Easton Turnpike, Lake Ariel, PA 18436

April 16, 2014 – 6:00 P.M. Board Committee for Negotiations, WWEA, District Board Room, Administration Building, 1970C Easton Turnpike, Lake Ariel, PA 18436

April 22, 2014 – 4:00 P.M. Board Committee for Negotiations, WWESP, District Board Room, Administration Building, 1970C Easton Turnpike, Lake Ariel, PA 18436

April 23, 2014 – 6:00 P.M. Presentation of the Narrative Budget for the 2014-2015 School Year, District Board Room, Administration Building, 1970C Easton Turnpike, Lake Ariel, PA 18436

April 28, 2014 – 1:00 P.M. Policy Committee Meeting, Administration Building, 1970C Easton Turnpike, Lake Ariel, PA 18436

April 30, 2014 – 5:30 P.M. Board Committee for Negotiations, WWESP, District Board Room, Administration Building, 1970C Easton Turnpike, Lake Ariel, PA 18436

April 30, 2014 – 6:00 P.M. Board Committee Meeting, District Board Room, Administration Building, 1970C Easton Turnpike, Lake Ariel, PA 18436

April 30, 2014 – 9:15 P.M. Executive Session for Negotiations, WWESP, District Board Room, Administration Building, 1970C Easton Turnpike, Lake Ariel, PA 18436

May 5, 2014 – Prior to Public Meeting, Executive Session for personnel.

Adjournment

A motion was made by Mr. McDonough and seconded by Mr. Lindow to adjourn the regular scheduled meeting of the Western Wayne Board of Education at 7:56 P.M.

The motion carried with all affirmatives.

Respectfully Submitted,

Rose E. Emmett Board Secretary

ATTEST:		
ΔPPR∩VFD·		