

WALLENPAUPACK AREA SCHOOL DISTRICT
Administration Office
2552 Route 6
Hawley, Pennsylvania 18428

The regularly scheduled meeting of the Wallenpaupack Area School District Board of Education was held in the High School Library, **Monday, November 18, 2013**. President Jack Spall called the meeting to order at 6:00 PM. A moment of silence was held, followed by a salute to the flag and roll call. Present at roll call were Gary Beilman, John Drake, Coulby Dunn, John Kiesendahl, Michael Romeo, Robert Schwartz, Jack Spall and Michael Spencer. Also present were Mr. Silsby, Dr. Kloss, Dr. Hudak, Dr. Starnes, Mr. Kane, Mrs. Tait, Mr. Gunuskey, Mr. Theobald, Mr. Williams, Mrs. Devendorf, Mrs. O'Neill, Mr. Cavallaro, Mrs. Cykosky, Dr. Fedor, Dr. Szader, Mrs. Horan, Mrs. Hildebrand, Mr. Waldron, visitors, and members of the press.

Roll Call

Three High School Seniors, Adam Haig, Marissa Rossitto and Emily Winkler were recognized for their outstanding performance as students.

Student Recognition

Sabastien Aparicio provided the Board with an update on his tree trail, Eagle Scout project. He reported that he has begun preparation for the project by marking trees and collecting scrap metal. He noted that a footbridge along the trail would need to be repaired.

Recognition of Visitors

Visitors were recognized and no questions were asked.

A motion was made by Robert Schwartz and seconded by Michael Spencer that the Board authorize Sabastien Aparicio to repair the handrails on the footbridge along the tree trail. The Board further authorized Mr. Aparicio to proceed with any other repairs that may be necessary on the footbridge. All 8 members present voted YES. Motion carried unanimously.

Footbridge Repair

A motion was made by Gary Beilman and seconded by John Kiesendahl that the Board approve the minutes of the regular Board meeting held on October 14, 2013, as sent to members. All 8 members present voted YES.

Approval of Minutes

A motion was made by John Drake and seconded by Michael Spencer that the Board approve the cafeteria report as presented. All 8 Members present voted YES. Motion carried unanimously.

Cafeteria Report

A motion was made by Michael Romeo and seconded by John Kiesendahl that the Board approve the treasurer's report as presented. All 8 members present voted YES. Motion carried unanimously.

Treasurer's Report

A motion was made by Gary Beilman and seconded by Michael Spencer that the Board accept the capital reserve account financial report, as presented. All 8 members present voted YES. Motion carried unanimously.

Capital Reserve Financial Report

A motion was made by Gary Beilman and seconded by Coulby Dunn that the Board accept the 2012 construction fund financial report as presented. All 8 members present voted YES. Motion carried unanimously.

2012 Construction Fund Financial Report

A motion was made by Robert Schwartz and seconded by John Kiesendahl that the Board approve bills in the amount of \$32,615,159.72 (General Account – including investments. Check numbers 91111 - 91133, Check numbers 94425 – 94708 and wire transfers), \$46,024.64 (Capital Reserve Account – Check numbers 494 - 496) and \$4,950.00 (2012 Construction Fund – Check number 21). All 8 members present voted YES. Motion carried unanimously.

Approval of Bills

A motion was made by Michael Spencer and seconded by Robert Schwartz that the Board approve the Student Activities Account reports, High School, Middle School and North Intermediate School, as presented. All 8 members present voted YES. Motion carried unanimously.

Student Activities

A motion was made by Coulby Dunn and seconded by Gary Beilman that the Board accept the realty transfer report as presented. All 8 members present voted YES. Motion carried unanimously.

Real Estate Transfer Report

A motion was made by Robert Schwartz and seconded by John Kiesendahl that the Board accept the enrollment report as presented. All 8 members present voted YES. Motion carried unanimously.

Enrollment Report

A motion was made by Gary Beilman and seconded by John Kiesendahl that the Board enter into the minutes of this meeting a letter received from the Pennsylvania Department of Agriculture – Bureau of Food Distribution. The office has reviewed the Single Audit Report for the year ending June 30, 2011. The review includes the Schedule of Federal Awards (SEFA) and if applicable, any findings related to the USDA commodity program, recommendations and corrective action plans, and any related comments. The review indicated the district's SEFA was acceptable. Therefore, the Single Audit Report is approved in compliance for programs funded by the office. All 8 members present voted YES. Motion carried unanimously.

Pennsylvania Department of Agriculture – Bureau of Food Distribution

A motion was made by Coulby Dunn and seconded by Robert Schwartz that the Board approve the Wallenpaupack Area School District's Comprehensive Plan for 2014-2017. All 8 members present voted YES. Motion carried unanimously.

Wallenpaupack Area School District Comprehensive Plan

A motion was made by John Drake and seconded by John Kiesendahl that the Board approve the following District handbook, with amendments, for the 2013-2014 school year:

1. WASD NOLA Handbook

All 8 members present voted YES. Motion carried unanimously.

A motion was made by John Kiesendahl and seconded by Robert Schwartz that the Board approve the first review of the following policies:

1. Policy #806 Child/Student Abuse
2. Policy #806.1 Megan's Law

All 8 members present voted YES. Motion carried unanimously.

A motion was made by Robert Schwartz and seconded by Coulby Dunn that the Board approve the final review of the following policies:

1. Policy #701.1 Disposal of School Property
2. Policy #702 Gifts, Grants, Donations
3. Policy #703 Sanitary Management
4. Policy #704 Maintenance
5. Policy #705 Safety
6. Policy #705.1 Standard Operating Procedures for School Resource Officers Authorized to Use Weapons
7. Policy #706 Property Records
8. Policy #706.1 Disposal of Surplus Property, Equipment, Supplies, and Textbooks
9. Policy #708 Lending of School Owned Equipment and Books
10. Policy #709 Building Access Security
11. Policy #709.1 Unauthorized Use of Property Constituting Trespass
12. Policy #710 Use of Facilities by Staff
13. Policy #711 Parking and Traffic Enforcement
14. Policy #712 Usage of District Cell Phones and Hand-Held Communication Devices
15. Policy #713 Vandalism
16. Policy #716 Integrated Pest Management
17. Policy #717.1 Use of Electronic Communications
18. Policy #723 Tobacco Use
19. Policy #802 School Organization
20. Policy #803 School Calendar
21. Policy #804 School Day

**WASD NOLA
Handbook
Approval**

**Policy Review –
First Review**

**Policy Review –
Final Review**

All 8 members present voted YES. Motion carried unanimously.

A motion was made by Michael Spencer and seconded by John Drake that the Board approve the following students from Marywood University be placed in the Wallenpaupack Area High School to complete their student observation:

<u>Student</u>	<u>Co-operating Teacher</u>	<u>Dates</u>
Kathryn Dnistrian	Kathy Carachilo	10/21/13 – 11/22/13
Brian Kubilus	Cindy Gregorski	10/21/13 – 11/22/13

**Student
Observation**

All 8 members present voted YES. Motion carried unanimously.

A motion was made by Gary Beilman and seconded by John Kiesendahl that the Board approve the following students from Keystone College, the Pennsylvania State University, Wilkes University, the University of Scranton and Marywood University be placed in the Wallenpaupack North Primary School, the Wallenpaupack South Elementary School, the Wallenpaupack Middle School and the Wallenpaupack Area High School to complete their student teaching:

<u>Student</u>	<u>Co-operating Teacher</u>	<u>Dates</u>
Rene' Gentile	Danielle Crouthamel	10/22/13 – 12/23/13
Michael Martini	Lisa Holden	January 2014 – May 2014
Melissa Lange	Ed Martin	January 2014 – May 2014
Rachel Beavers	William Valentine	01/27/14 – 05/02/14
Christine Zubrickas	Christina Scatton	03/10/14 – 05/01/14
William Pucci	Ann Marie Simons	03/10/14 – 05/10/14
	Michele Walutes	
Chelsea Ryder	Jen Peifer	01/13/14 – 02/28/14
Kate Gaffney	Ashley Liptak	03/11/14 – 05/02/14
Amanda Conti	Carrie Rickert	01/13/14 – 02/28/14
Leanne Feeney	Holly Wyckoff	01/13/14 – 02/28/14
Jennifer Karpf	Loretta Pacanowski	01/13/14 – 02/28/14
Felicity Reast	Ann Gates	01/13/14 – 02/28/14

Student Teaching

Mr. Drake abstained. Remaining 7 members voted YES. Motion carried.

A motion was made by Robert Schwartz and seconded by Michael Spencer that the Board approve the following volunteers at the Wallenpaupack North Primary School and the Wallenpaupack Area High School for the 2013-2014 school year:

Karen Tucker	Dellana Diovisalvo	Jada Nugent
Jeffrey Oakley	Melanie Taglieri	Kelly Pizzimenti
Cindy Cuomo	Lizabeth Burke	William Gabrielson

Volunteers

All 8 members present voted YES. Motion carried unanimously.

A motion was made by Michael Spencer and seconded by Gary Beilman that the Board excuse the following students from regular education to participate in a Home Education Program as requested by the parents in accordance with the District Home Education Policy for the 2013-2014 school year, pending receipt of all required paperwork:

1. Family #26

All 8 members present voted YES. Motion carried unanimously.

A motion was made by John Drake and seconded by Robert Schwartz that the Board approve the following change order for the District Guaranteed Energy Savings Contract:

McClure Company
Wilkes-Barre, PA 18702

Change Order #7A \$3,405.00

All 8 members present voted YES. Motion carried unanimously.

A motion was made by Gary Beilman and seconded by Michael Spencer that the Board approve the following transportation items:

1. New Drivers

Approve the following bus/van drivers, pending receipt of Act 34 and all required paperwork:

- a. Jeanne Davis Van Driver
- b. Irene Robacker Van Driver

All 8 members present voted YES. Motion carried unanimously.

A motion was made by Coulby Dunn and seconded by Michael Spencer that the Board approve the following personnel items:

1. Days Without Pay Request

Approve the following day without pay request:

- a. Mr. Michael Lukan
Wallenpaupack Area High School German Teacher
October 4, 2013 and October 7, 2013

Home Education

Change Order

Transportation

Personnel

Days Without Pay Request

M. Lukan

- | | |
|---|---|
| <ul style="list-style-type: none"> b. Ms. Linda Shepard
Wallenpaupack South Elementary School Teacher Assistant
January 20, 2014 and January 21, 2014 | L. Shepard |
| <ul style="list-style-type: none"> c. Ms. Debra Stiefel
Wallenpaupack Area Middle School Teacher Assistant
January 31, 2014 | D. Stiefel |
| <p>2. Substitute Appointments</p> | Substitute
Appointments |
| <p>Approve the following substitute appointments, at the approved category substitute rate, pending receipt of Act 34 and all required paperwork:</p> | |
| <ul style="list-style-type: none"> a. Ms. Emmalee Ranner Pre K – 4
Honesdale, PA 18431 | E. Ranner |
| <ul style="list-style-type: none"> b. Ms. Kathleen Ross Cafeteria
Hawley, PA 18428 | K. Ross |
| <ul style="list-style-type: none"> c. Ms. Dolores Whitelock Secretary, Cafeteria
Hawley, PA 18428 Teacher Assistant | D. Whitlock |
| <ul style="list-style-type: none"> d. Mr. David Holden Social Studies 7-12
Dunmore, PA 18510 | D. Holden |
| <p>3. Co-Curricular Appointment</p> | Co-Curricular
Appointment |
| <p>Approve the following co-curricular appointment at the Wallenpaupack Area High School for the 2013-2014 school year:</p> | |
| <ul style="list-style-type: none"> a. David Heckman Jr High Wrestling Assistant Coach | D. Heckman |
| <p>4. Long Term Substitute Appointment</p> | Long Term
Substitute
Appointment |
| <p>Approve the following long-term substitute appointment, pending receipt of Act 34 and all required paperwork:</p> | |
| <ul style="list-style-type: none"> a. Ms. Megan Arvonio
Jefferson Township, PA 18436
Long Term Substitute for Mrs. Lisa Fives, Wallenpaupack Area High School Science Teacher
Effective – Second Semester 2013-2014 School Year
Salary – Level 1 – Bachelor’s Degree | M. Arvonio |

5. Child Rearing Leave

Approve a child rearing leave for Mrs. Lisa Fives, Wallenpaupack Area High School Science Teacher, effective November 6, 2013 for the remainder of the 2013-2014 school year.

Child Rearing Leave

L. Fives

6. Compensated Professional Leave

Approve a compensated professional leave under Board Policy #438.1, Compensated Professional Leaves, for Mrs. Lisa Fives, Wallenpaupack Area High School Science Teacher, effective the second semester of the 2013-2014 school year.

Compensated Professional Leave

L. Fives

All 8 members present voted YES. Motion carried unanimously.

A motion was made by Gary Beilman and seconded by John Kiesendahl that the Board approve the following substitute community education instructors:

- 1. Jason Bowman Men’s Recreation Instructor
- 2. Victoria Waldron Men’s Recreation Instructor

Correspondence

All 8 members present voted YES. Motion carried unanimously.

Administrators’ Reports were distributed to the Board and made available at the meeting.

Mr. Dunn complemented Mrs. Cykosky on the excellent Veterans’ Day program at the Wallenpaupack Area High School on Monday, November 11, 2013.

Administrators’ Reports

Mr. Dunn also congratulated the Girls’ Soccer Team on their recent victory as District II Triple A Championship and the Boys’ Cross Country Team on their recent District Title victory.

Mr. Silsby reported on the following:

Superintendent’s Report

Board Reorganization will take place on Wednesday, December 4, 2013. Michael Doherty, District Local Auditor, will be in attendance to provide the annual audit report.

Mr. Silsby, Mrs. Horan and a few Board members attended a Wayne County Legislative meeting at Western Wayne Administrative Office on October 24, 2013. The Charter School Reform Bill was discussed. Mr. Silsby noted that District would like to see the House Bill passed, as it would provide more control over Charter School for the local school district. If the Senate Bill were to pass it would give authorization over the Charter School to the local university not the school district. He has expressed his preference to Senator Baker.

He also brought to the Boards attention additional cost that the District will incur due to the Affordable Care Act. Under the Act, the District will be responsible for paying an initial fee of \$1.00 per covered life for a Patient-Centered Outcomes Research Institute Fee. This fee will increase to \$2.00 per covered life at a later time. There is also a Reinsurance Fee of \$5.25 per month (\$63.00) per year per covered life. States may collect additional contributions on top of the federal contribution rate.

Mr. Silsby, Mrs. Horan and Mr. Rozema are working with the building administrators to determine what capital expenditures may need to be done in the future. Mr. Silsby also had Mrs. Watson provide him with a list of our vehicles and their age. The District may need to purchase a van, pickup truck and a bus in the future.

A motion was made by Robert Schwartz and seconded by John Kiesendahl that the Board approve the following volunteer coach at the Wallenpaupack Area High School for the 2013-2014 school year:

Kimberly Ann Kryzan Volunteer Swim Coach

Future Meetings

1. Executive Session – Wednesday, December 4, 2013
 High School Library – 4:30 PM
2. Committee Meeting – Wednesday, December 4, 2013
 High School Library – 5:30 PM
3. Reorganization Meeting – Wednesday, December 4, 2013
 High School Library – 5:45 PM
4. Regular Board Meeting – Wednesday, December 4, 2013
 High School Library – 6:00 PM

All meetings will be held in the High School Library.

President Spall requested that the Board hold an executive session to discuss personnel.

A motion for adjournment was made at 6:40 PM by Michael Spencer and seconded by Coulby Dunn. All 8 members present voted YES. Motion carried unanimously.

Volunteer Coach

Future Meetings

Adjournment

Respectfully submitted:

Jennie Hildebrand
Board Secretary