

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

**MEMORANDUM**

TO: All School Board Members

FROM: Michael R. Silsby, Superintendent

DATE: January 8, 2015

SUBJECT: **AGENDA – Regular Board Meeting**  
Monday, January 12, 2015 – 6:00 PM  
High School Library

**A. Call to Order**

**B. Moment of Silence**

**C. Salute to Flag**

**D. Roll Call**

**E. Student Recognition**

1. Nicole Crugnale
2. Jaylee Lundberg
3. Kristian Sonsteby

**F. Recognition of Visitors**

**G. Approval of Minutes**

1. Reorganization Meeting – December 3, 2014
2. Regular Board Meeting – December 3, 2014

**H. Cafeteria Report**

- I. Treasurer’s Report**
- J. Capital Reserve Fund Financial Report**
- K. 2012 Construction Fund Financial Report**
- L. Approval of bills prepaid and current – general account, capital reserve account and 2012 construction fund account**
- M. Student Activities Account**
  - 1. High School
  - 2. Middle School
  - 3. North Intermediate School

**N. Enrollment Report**

**O. Realty Transfer Report**

**P. Settlement of Tax Duplicates**

It is recommended that the Board authorize the Board Secretary to accept the returns of the tax collection for 2014-2015 and release the 2015-2016 duplicates after final budget adoption.

**Q. Mileage Reimbursement Rate**

It is recommended that the Board approve the 2015 IRS Mileage Reimbursement Rate of \$0.575 per mile, effective January 1, 2015.

**R. Pocono Pest Contracts**

It is recommended that the Board approve contracts with Pocono Pest, Hawley, PA 18428-0144 to provide pest control services for the Wallenpaupack South Elementary School, Wallenpaupack North Primary School, Wallenpaupack Area Middle School and the Wallenpaupack Area High School, as per attached contracts.

**S. PlanCon Part K – Project Refinancing - Approval**

It is recommended that the Board enter into the minutes of this meeting a letter received from the Pennsylvania Department of Education acknowledging receipt of the PlanCon Part K, “Project Refinancing” for Lease Number 140859, Issuance of General Obligation Notes, Series of 2014 to Advance Refund General Obligation Notes, Series B of 2009 (Lease Number 090859). The material is in a form acceptable to the department and is hereby approved.

**T. BoardDocs – End User Agreement**

It is recommended that the Board approve an End User Agreement between the Wallenpaupack Area School District and Emerald Data Solutions, Inc. to provide the web-based service BoardDocs, as per attached agreement.

**U. Practicum Experience**

It is recommended that the Board approve the following student from Marywood University be placed in the Wallenpaupack Area Middle School to complete his practicum experience:

<u>Student</u>	<u>Cooperating Teacher</u>	<u>Dates</u>
Ryan Ehnot	Susan Bouselli	1/20/15 – 4/17/15

**V. Field Experience**

It is recommended that the Board approve the following students from Marywood University and Misericordia University be placed in the Wallenpaupack South Elementary School and the Wallenpaupack North Intermediate School to complete their field experience:

<u>Student</u>	<u>Cooperating Teacher</u>	<u>Dates</u>
Leanne McManus	Cheryl Flynn	1/20/15 – 4/17/15
Kerri Hall	Sarah Quiepo	1/22/15 – 3/19/15

Tiffanymarie Guzzo      Jana Kilduff      1/20/15 – 4/17/15

**W. Student Observers**

It is recommended that the Board approve the following students from Marywood University and Grand Canyon University be placed in the Wallenpaupack North Intermediate School and the Wallenpaupack Area High School to complete their student observation:

<u>Student</u>	<u>Cooperating Teacher</u>	<u>Dates</u>
Katherine Grow	Cheryl Nielsen	1/20/15 – 4/17/15
Samantha Angst	Tiffany Seidita	1/20/15 – 4/17/15
Bryan Hildebrandt	Katie Schkolenko	12/22/14 – 2/1/15

**X. Student Teacher**

It is recommended that the Board approve the following student from East Stroudsburg University be placed in the Wallenpaupack Area High School to complete his student teaching:

<u>Student</u>	<u>Cooperating Teacher</u>	<u>Dates</u>
Andrew Johnson	Katrina Alessi	1/21/15 – 3/13/15

**Y. Graduate Externship**

It is recommended that the Board approve the following student from East Stroudsburg University be placed in the Wallenpaupack North Intermediate School to complete her graduate externship:

<u>Student</u>	<u>Cooperating Teacher</u>	<u>Dates</u>
Leann Matthews	Jennifer Spinelli	1/05/15 – 4/03/15

**Z. Internship**

It is recommended that the Board approve the following student from the University of Scranton be placed in the Wallenpaupack North Primary School to complete her reading internship:

<u>Student</u>	<u>Cooperating Teacher</u>	<u>Dates</u>
Rebecca Steinke	Amy Wacker	1/27/15 – 5/15/15

**AA. Volunteer**

It is recommended that the Board approve the following volunteer at the Wallenpaupack North Primary School for the 2014-2015 school year:

1. Larissa Yusko

**BB. Probationary Employee**

It is recommended that the Board appoint the following employee as a full time employee as he has served his probationary period:

1. Herbert Lehmann                      Wallenpaupack Area High School  
Part-time Custodian

**CC. Personnel**

It is recommended that the Board approve the following personnel items:

1. Days Without Pay Request

It is recommended that the Board approve the following days without pay request:

- a. Ms. Debra O'Connor  
Wallenpaupack North Primary School Learning Support  
Teacher  
February 11, 2015, February 12, 2015 and February 13,  
2015
- b. Ms. Bridget Wolf  
Wallenpaupack Area High School Teacher Assistant  
February 19, 2015 and February 20, 2015

2. Substitute Appointments

It is recommended that the Board approve the following substitute appointments, at the approved category substitute rate, pending receipt of Act 34 and all required paperwork:

- a. Mr. Edmund Falkowski                      Custodian  
Hawley, PA 18428
- b. Mr. Danny Lodewyks                      Custodian  
Hawley, PA 18428
- c. Ms. Tina Shiffler                              Custodian  
Greentown, PA 18426
- d. Mr. Frank Valvano                          Custodian  
Lake Ariel, PA 18436

3. Guest Teacher Appointment

It is recommended that the Board approve the following guest teacher appointment, at the approved category substitute rate, pending receipt of Act 34 and all required paperwork:

- a. Ms. Christine DeMarinis                      Guest Nurse  
Hawley, PA 18428

4. Long Term Substitute Appointment

It is recommended that the Board approve the following long term substitute appointment, pending receipt of Act 34 and all required paperwork:

- a. Ms. Kelsy Townson  
Canadensis, PA 18325  
Long Term Substitute for North Intermediate  
School Special Education Teacher  
Effective – January 5, 2015  
Salary – Level 1 – Bachelor’s Degree

5. Appointment

It is recommended that the Board approve the following appointment, pending receipt of Act 34 and all required paperwork:

- a. Mr. Michael Leighton  
Greentown, PA 18426  
Wallenpaupack Area High School Custodian  
Effective – January 13, 2015  
Salary – Level 1 – Custodian

6. Mentor Appointment

It is recommended that the Board approve the following mentor appointment for the remainder of the 2014-2015 school year:

- a. Julia Lupini

7. Uncompensated Leave Request

- a. It is recommended that the Board approve an uncompensated leave request under Board Policy #435 – Family and Medical Leave, for Ms. Robin Scartelli, Wallenpaupack North Intermediate School Health and Physical Education Teacher, on an intermittent basis, effective January 13, 2015 for the remainder of the 2014-2015 school year.

**DD. Community Education – Spring 2015**

It is recommended that the Board approve the 2015 Spring Community Education program courses and instructors for the Spring 2015 Community Education program, as per attached.

**EE. Correspondence**

**FF. Administrators' Reports**

**GG. Superintendent's Report**

**HH. Other Business**

**II. Future Meetings**

1. Executive Session – Monday, February 9, 2015  
4:30 PM – High School Library
2. Committee Meeting – Monday, February 9, 2015  
5:30 PM – High School Library
3. Regular Board Meeting – Monday, February 9, 2015  
6:00 PM – High School Library

**JJ. Adjournment**