

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, May 13, 2013**. President Jack Spall called the meeting to order at 6:17 PM. A prayer was offered by Mrs. Devendorf, followed by a salute to the flag and roll call. Present at roll call were Gary Beilman, John Drake, Coulby Dunn, Michael Romeo, Robert Schwartz, Lisa Smith, Jack Spall and Michael Spencer. Also present were Mr. Silsby, Dr. Hudak, Dr. Starnes, Mr. Kane, Mrs. Tait, Mr. Gunuskey, Mr. Theobald, Mr. Williams, Mrs. Devendorf, Mrs. O'Neill, Mr. Cavallaro, Mrs. Cykosky, Mrs. Fedor, Dr. Szader, Mrs. Horan, Mrs. Hildebrand, Mr. Waldron, visitors and members of the press. An executive session of the Board was held at 4:30 PM.

**Roll Call**

Three High School Seniors, Alaina Magnotta, Taylor Maxson, Kaelyn Ragonese were recognized for their outstanding performance as students.

**Student Recognition**

Visitors were recognized and no questions were asked. Members of the Wallenpaupack North Intermediate School Student Council were in attendance. Members of the Wallenpaupack Area High School First Responders Club were also in attendance.

**Recognition of Visitors**

A motion was made by Robert Schwartz and seconded by Lisa Smith that the Board approve the following items:

Approve the minutes of the regular Board meeting held on April 8, 2013.

**Approval of Minutes**

Approve the cafeteria report, as presented.

**Cafeteria Report**

Approve the treasurer's report, as presented.

**Treasurer's Report**

Approve the capital reserve fund financial report, as presented.

**Capital Reserve Fund Financial Report**

Approve the construction fund 2012 account, as presented.

**Construction Fund 2012 Account**

Approve bills in the amount of \$4,762,236.16 (Check # 91020 - 92554 and 92458 - 92776 General Account and wire transfers – including investments) and \$128,116.23 (Check # 14 – 16 Construction Fund 2012). All 8 members present voted YES. Motion carried unanimously.

**Approval of Bills**

A motion was made by John Drake and seconded by Lisa Smith that the Board authorize the payment of additional May 2013 bills and this listing will be presented at the June 17, 2013 Board meeting. All 8 members present voted YES. Motion carried unanimously.

**Bills – Pre-Approval**

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

Approve the Student Activities Account reports, High School, Middle School and North Intermediate School, as presented.

**Student Activities**

Accept the realty transfer tax report, as presented.

**Realty Transfer**

Accept the enrollment report, as presented.

**Enrollment Report**

All 8 members present voted YES. Motion carried unanimously.

A motion was made by Michael Romeo and seconded by Michael Spencer that the Board authorize the awarding of diplomas to seniors who qualify at Commencement, scheduled for Friday, June 14, 2013. All 8 members present voted YES. Motion carried unanimously.

**Award Diplomas**

A motion was made by Robert Schwartz and seconded by Coulby Dunn that the Board:

1. Adopt the preliminary proposed final budget for the 2013-2014 year containing expenditures of \$63,219,130.00 and revenue of \$63,219,130.00.
2. Set the real estate tax rates for 2013-2014 as follows:
 

Pike County	-	66.4832 mills
Wayne County	-	13.1517 mills
3. Adopt the resolution as listed:

**Preliminary Budget 2013-2014**

**Real Estate Tax Rates 2013-2014**

**NOTICE OF TAX RESOLUTION**

“Be it resolved by the Board of Directors of the Wallenpaupack Area School District, that the Resolution imposing a tax of \$1.00 on every \$100.00 of total value of every interest of every transfer real property by deed, with certain exceptions now in effect for the school year July 1, 2012 ending June 30, 2013 be adopted and re-enacted in accordance with the provision of the law, and the same tax be imposed for the school year beginning July 1, 2013 to June 30, 2014, and the Board Secretary be authorized to prepare and publish the proper notice of this action and that said Resolution and notice of reenactment be attached to the minutes of the meeting.”

**Notice of Tax Resolution**

4. Adopt the following resolution:

“Be it resolved by the Board of School Directors of the Wallenpaupack Area School District, that the following payment schedule for 2013-2014 taxes be approved”:

August 1, 2013 – September 30, 2013	2% Discount
October 1, 2013 – November 30, 2013	Face Amount
December 1, 2013– Official County	10% Penalty
Approved Tax Duplicate Settlement Date	

**Resolution –  
Payment Schedule  
2013-2014 Taxes**

Installment Payments – As Follows:

September 30, 2013	1/3 Face Amount
October 31, 2013	1/3 Face Amount
November 30, 2013	1/3 Face Amount

Taxes not paid on or before the official county approved tax duplicate settlement date will be returned to the County Tax Claim Bureau as delinquent.

5. Approve the following schedule for interim taxes for Pike County for the 2012-2013 and 2013-2014 school years:

<u>MAILING DATE</u>	<u>INCLUDES TAXATION FOR IMPROVEMENTS BETWEEN</u>
June 1, 2013	September 2012 – March 2013
January 1, 2014	July to September
June 1, 2014	September to March

**Interim Taxes**

Roll Call vote as follows, G. Beilman – YES, J. Drake – YES, C. Dunn – YES, J. Kiesendahl – Absent, M. Romeo – YES, R. Schwartz – YES, L. Smith – YES, J. Spall – YES, M. Spencer – YES. 8 – YES, 0 – NO, 1 – Absent. Motion carried.

A motion was made by Gary Beilman and seconded by Coulby Dunn that the Board authorize the Board Secretary to accept the returns of the tax collection for 2012-2013 and release the 2014 duplicates after final budget adoption. All 8 members present voted YES. Motion carried unanimously.

**Settlement of Tax  
Duplicates**

A motion was made by John Drake and seconded by Lisa Smith that the Board set bonds for 2013-2014 as follows:

Board Secretary	\$200,000.00
Board Treasurer	\$100,000.00

**Bonds 2013-2014**

Blanket bond for anyone in the  
District who handles money \$ 5,000.00

All 8 members present voted YES. Motion carried unanimously.

A motion was made by Michael Spencer and seconded by Robert Schwartz that the Board approve the attached resolution authorizing and directing, Michael R. Silsby, Superintendent to sign any and all contracts, agreements, grants and/or licenses (hereinafter collectively referred to as contract(s)) with the Pennsylvania Department of Education (Department); and that the Board consents to the use of electronic signatures by the above named individual, as per attached resolution. All 8 members present voted YES. Motion carried unanimously.

**Department of  
Education – Grant  
Program – E-  
Signature**

A motion was made by Gary Beilman and seconded by John Drake 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 2012-2013 school year, pending receipt of all required paperwork:

**Home Education**

1. Family #25

All 8 members present voted YES. Motion carried unanimously.

A motion was made by Robert Schwartz and seconded by Lisa Smith that the Board approve the first review of the following policy:

1. Policy #249 Bullying

**Policy Review –  
First Review**

All 8 members present voted YES. Motion carried unanimously.

A motion was made by Gary Beilman and seconded by Lisa Smith that the Board approve the final review of the following policy:

1. Policy #123.2 Sudden Cardiac Arrest
2. Policy #210 Use of Medications
3. Policy #215 Promotion and Retention
4. Policy #718 Service Animals in Schools
5. Policy #822 Automatic External Defibrillator  
(AED)/Cardiopulmonary Resuscitation (CPR)

**Policy Review –  
Final Review**

All 8 members present voted YES. Motion carried unanimously.

A motion was made by John Drake and seconded by Michael Spencer that the Board approve the following student from Keystone College be placed in the Wallenpaupack North Primary School to complete her pre-student teaching:

**2012-2013 School  
Year – Pre-Student  
Teaching**

<u>Student</u>	<u>Cooperating Teacher</u>	<u>Dates</u>
Rene' Gentile	Charlene Skibber	5/6/13 – 6/14/13

All 8 members present voted YES. Motion carried unanimously.

A motion was made by Robert Schwartz and seconded by John Drake that the Board approve the following items:

Approve an agreement between the Wallenpaupack Area School District and FirstEnergy Solutions Corp., Akron, OH to provide competitive energy supply (“Electricity Supply”), as per attached agreement.

**FirstEnergy Solutions Corp – Customer Service Agreement**

Approve an agreement between the Wallenpaupack Area School District and Pa Treatment & Healing, Turbotville, PA, to provide alternative education for disruptive youth, as per attached agreement.

**Pa Treatment & Healing – Agreement**

Approve the following Letters of Agreement between the Wallenpaupack Area School District and The Scranton-Lackawanna Human Development Agency, Inc., Scranton, PA 18503, for the 2013-2014 school year.

**The Scranton-Lackawanna Human Development Agency, Inc. – Letters of Agreement**

1. Head Start Supplemental Assistance Program Contract Renewal
2. PA Pre-K Counts Contract Renewal

Approve an agreement between the Wallenpaupack Area School District and Laurie L. Graham, MS, CPS to provide Student Assistance, Prevention Specialist and Support Group Consultant services effective September 1, 2013 – June 14, 2014, as per attached agreement.

**Laurie L. Graham, MS, CPS Consultant - Agreement**

All 8 members present voted YES. Motion carried unanimously.

A motion was made by Coulby Dunn and seconded by Gary Beilman that the Board approve Rachael Perri, a student from Marywood University be placed in the Wallenpaupack North Intermediate School to complete a Guidance Counseling Internship during the fall 2013 semester. All 8 members present voted YES. Motion carried unanimously.

**2013-2014 Internship**

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

Approve the following student from Marywood University be placed in the Wallenpaupack Area Middle School to complete her field experience:

<u>Student</u>	<u>Cooperating Teacher</u>	<u>Dates</u>
Meagan Oliveras	Michele Walutes	9/19/13 – 12/6/13

**2013-2014 Field Experience**

Approve the following student from Keystone College be placed in the Wallenpaupack Area Middle School to complete her pre-student teaching:

<u>Student</u>	<u>Cooperating Teacher</u>	<u>Dates</u>
Jesenia Coca	Brian Irvine	August – December 2013

**Pre-Student 2013-2014 Teaching**

Approve the following student from Marywood University be placed in the Wallenpaupack Area High School to complete his student teaching:

<u>Student</u>	<u>Cooperating Teacher</u>	<u>Dates</u>
Brent Keyes	James McGinnis	8/28/13 – 10/18/13

**2013-2014 Student Teacher**

All 8 members present voted YES. Motion carried unanimously.

A motion was made by Robert Schwartz and seconded by Michael Spencer that the Board award bid contracts for items noted below for the 2013-2014 school year, as per attached.

Custodial Supplies	Building Trades
Technology Education	Power Mechanics

**Award Bid Contracts – 2013-2014**

All 8 members present voted YES. Motion carried unanimously.

A motion was made by Lisa Smith and seconded by Michael Spencer that the Board approve the following items:

Approve the following doctors and dentists for 2013-2014 school year:

Doctors: Michael Peterson, D.O.  
Charles D. Aronica, D.O.  
Alice McCormick, M.D.  
Susan Mowatt, M.D.  
Marilyn Pardine, M.D.

Pediatric Practices of N.E. Pennsylvania

Robert J. Morton, M.D.  
Paul M. Diamond, M.D.  
Physician's Assistant – Janet Eisele  
Physician's Assistant – Lee Gonzalez  
Physician's Assistant – Stephen Cahoon

Greentown Medical Center

Barry Kurtzer, M.D.

**School Doctors and Dentists – 2013-2014**

Physician's Assistant – Norina Nanassy

Dentists: Gary Kopesky, D.M.D.  
John H. Ridd, D.M.D.

Approve the following physical exam fee schedule for the 2013-2014 school year:

Athletic Examinations	\$25.00
Re-Certification of Athletic Exams	\$18.00
Student Physical Exam	\$23.00
Employee Physical Exam	\$55.00
Tine Test for New Employees	\$15.50

**Physical Exam Fee  
Schedule – 2013-  
2014**

All 8 members present voted YES. Motion carried unanimously.

A motion was made by John Drake and seconded by Coulby Dunn that the Board approve the following items:

Award a bid for #2 Fuel Oil, as follows:

Tally Petroleum  
Grantville, PA 17028

**#2 Fuel Oil Bid  
Award**

#2 Fuel Oil – Fixed Price of \$2.921 per gallon September 1, 2013 – April 30, 2014

Bidding efforts were a joint venture with NEIU #19.

Award a contract for Diesel and Unleaded Fuel as follows:

PAPCO, Inc.  
Charlotte, NC 28260

Diesel Fuel \$2.9968 gallon

Petroleum Traders Corp.  
Fort Wayne, IN 46804

**Fuel Bid Contract  
Award**

Unleaded Fuel \$2.7040 gallon

The bid for both of the above items was through the Keystone Purchasing Network. Prices are effective July 1, 2013 – June 30, 2014.

All 8 members present voted YES. Motion carried unanimously.

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

1. Days Without Pay Request

Approve the following days without pay request:

- |   |                                 |
|---|---------------------------------|
|   | <b>Personnel</b>                |
|   | <b>Days Without Pay Request</b> |
| a. Ms. Heather Bannan<br>Wallenpaupack Area Middle School Art Teacher<br>April 30, 2013   | <b>H. Bannan</b>                |
| b. Ms. Jennifer Kiesendahl<br>Wallenpaupack Area North Primary School Kindergarten Teacher<br>May 16, 2013 and May 17, 2013         | <b>J. Kiesendahl</b>            |
| c. Ms. Robin Scartelli<br>Wallenpaupack Area North Intermediate School Health & Physical Education Teacher<br>April 4, 2013 – ½ Day | <b>R. Scartelli</b>             |
| d. Ms. Alicia Sodano<br>Wallenpaupack Area High School Mathematics Teacher<br>April 23, 2013  | <b>A. Sodano</b>                |
| e. Ms. Theresa Cavanaugh<br>Wallenpaupack North Intermediate School Teacher Assistant<br>April 15, 2013 – ½ Day and April 25, 2013  | <b>T. Cavanaugh</b>             |
| f. Ms. Cindy Marie Ehrgood<br>Wallenpaupack South Elementary School Teacher Assistant<br>April 22, 2013                             | <b>C. Ehrgood</b>               |
| g. Ms. Jacqueline Peselli<br>Wallenpaupack Area High School Custodian<br>April 28, 2013   | <b>J. Peselli</b>               |
| h. Ms. Patricia Speidel<br>Wallenpaupack Area Middle School Teacher Assistant<br>May 6, 2013 and May 7, 2013                        | <b>P. Speidel</b>               |
| i. Ms. Wanda Casella<br>Wallenpaupack Area High School Cafeteria<br>May 20, 2013 and May 21, 2013                                   | <b>W. Casella</b>               |



- j. Ms. Carol Dencker  
Wallenpaupack Area Middle School Secretary  
June 6, 2013 and June 7, 2013 **C. Dencker**
2. Substitute Appointments **Substitute Appointments**
- Approve the following substitute appointments, at the approved category substitute rate, pending receipt of Act 34 and all required paperwork:
- a. Mr. Daniel Kent Social Studies 7-12  
Milford, PA 18337 **D. Kent**
- b. Ms. Jessica Prickett Early Childhood/Elementary  
Hawley, PA 18428 **J. Prickett**
- c. Mr. James Frei Custodian  
Hawley, PA 18428 **J. Frei**
3. Appointments **Appointments**
- Approve the following appointments, pending receipt of Act 34 and all required paperwork:
- a. Mr. Jordan Smith  
Lake Ariel, PA 18436  
Wallenpaupack North Intermediate School Custodian  
Effective – May 14, 2013  
Salary – Level 1 – Custodian **J. Smith**
- b. Mr. Marc Benetos  
Paupack, PA 18451  
Wallenpaupack Area Middle School Custodian  
Effective – May 14, 2013  
Salary – Level 1 – Custodian **M. Benetos**
4. Board Secretary Appointment **Board Secretary Appointment**
- Appoint Ms. Jennie Hildebrand to the position of Board Secretary, to serve a four-year term beginning July 1, 2013. **J. Hildebrand**
5. Child Rearing Leave **Child Rearing Leave**
- Approve a child rearing leave for Mrs. Cynthia Tillger, Wallenpaupack Area Middle School Mathematics Teacher, effective April 25, 2013 – May 31, 2013. **C. Tillger**

- |     |  |  |
|-----|--|--|
| 6.  | Uncompensated Leave Request<br><br>Approve an uncompensated leave request for Mr. Jason Engerman, Wallenpaupack Area High School Mathematics Teacher, under Board Policy #439 – Uncompensated Leave, for the 2013-2014 school year.  | <b>Uncompensated<br/>Leave Request</b><br><br><b>J. Engerman</b>   |
| 7.  | Professional Development Leave – Rescind<br><br>Rescind the request of Mr. Ronald Ezzo, Wallenpaupack Area Middle School Mathematics Teacher, for a professional development leave for the 2013-2014 school year.  | <b>Professional<br/>Development Leave<br/>– Rescind – R. Ezzo</b>  |
| 8.  | Resignation<br><br>a. Accept a letter of resignation from Ms. Ann Sawford, Wallenpaupack Area Middle School Social Studies Teacher, effective August 2, 2013, for retirement, with regret.<br><br>b. Accept a letter of resignation from Ms. Sarah Phillips, Wallenpaupack North Intermediate School Teacher Assistant, effective the end of the 2012-2013 school year, for retirement, with regret.<br><br>c. Accept a letter of resignation from Ms. Christine Rowe, Wallenpaupack North Intermediate School Part-time Cafeteria employee, effective May 31, 2013, with regret.<br><br>d. Accept a letter of resignation from Mr. Fred Smith, Wallenpaupack Area High School Custodian, effective May 8, 2013. | <b>Resignation</b><br><br><b>A. Sawford</b><br><br><b>S. Phillips</b><br><br><b>C. Rowe</b><br><br><b>F. Smith</b> |
| 9.  | Employee Termination<br><br>Approve the termination of employee #1213-02 effective April 10, 2013.   | <b>Employee<br/>Termination</b>  |
| 10. | 2013-2014 Co-Curricular Appointments<br><br>Approve the attached list of co-curricular appointments for the 2013-2014 school year.   | <b>2013-2014 Co-<br/>Curricular<br/>Appointments</b>   |
| 11. | Board Treasurer Appointment<br><br>Approve the appointment of Mr. Gary Beilman to the position of Board Treasurer to serve one (1) year, July 1, 2013 – June 30, 2014, at a salary of \$800.00.  | <b>Board Treasurer<br/>Appointment</b>   |
| 12. | Leave Without Pay Request  | <b>Leave Without Pay<br/>Request</b>   |

Approve a leave without pay request for Ms. Nan Falkowski, Wallenpaupack Area Middle School Custodian, under Board Policy #535 – Family and Medical Leaves, effective April 30, 2013 – May 13, 2013.

Mr. Gary Beilman abstained. Remaining 7 members voted YES. Motion carried.

A motion was made by John Drake and seconded by Coulby Dunn that the Board approve the following Summer 2013 Community Education items:

1. Community Education Personnel

Approve the attached list of Community Education Personnel for the summer of 2013 contingent on receipt of all required paperwork.

2. Community Education 2013 Instructors Pay Rates

Approve payment for instructors at Community Education Rate for Enrichment and Special-Interest Courses and payment at curriculum rate for instructors for the Diploma Program Courses, Summer School Make-up Courses, S.A.T. Preparation Courses and all “credit” courses.

All 8 members present voted Yes. Motion carried unanimously.

Mr. Silsby noted that a letter had been received from the over 50 baseball league thanking the District for making the fields available to the public.

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

Mr. Silsby reported the following:

Solicitor Waldron, Mrs. Horan, Business Manager and he will be attending hearings on May 16, 2013 and May 17, 2013 regarding the Porter Township issue. The hearings are being held by the State Board of Education. Porter Township wishes to become part of the Wallenpaupack Area School District. This has been a three year process and we expect to have a ruling by late summer or early fall.

He has requested that the principals start determining what capital improvements may need to be done over the summer and present a list of improvements to him.

He and Dr. Hudak will be holding interviews for the School Resource Officer.

Graduation is scheduled for June 14, 2013. He requested that any Board member wishing to participate contact him. Mr. Starnes has everything in order.

**Community Education**

**Community Education Personnel**

**Community Education 2013 Instructors’ Pay Rates**

**Correspondence**

**Administrators’ Reports**

**Superintendent’s Report**

Mr. Silsby presented a plaque to President Spall and a certificate to Mr. Drake for their many years of service to the community. He thanked President Spall and Mr. Drake for their dedication to the school community.

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

<u>Student</u>	<u>Cooperating Teacher</u>	<u>Dates</u>
Marie Philbin	Megan Jagoda	9/16/13 – 12/6/13

**2013-2014 Student Observation**

All 8 members present voted YES. Motion carried unanimously.

A motion was made by John Drake and seconded by Michael Spencer that the Board approve a contract for the 2013 year with Government Software Services, Honesdale, PA 18431 to print the school tax duplicates and bills for real estate for 2013 at a fee of twenty-three and forty-five one hundredths cents (\$0.2345 per taxable parcel and a fee of \$9.50 each per duplicate bound, as per agreement. All 8 members present voted YES. Motion carried unanimously.

**Contract – Tax Duplicates**

A motion was made by Robert Schwartz and seconded by Lisa Smith that the Board approve the awarding of late bus bids, as per attached documentation. All 8 members present voted YES. Motion carried unanimously.

**Late Bus Bids**

**Future Meetings**

1. Executive Session – June 17, 2013  
High School Library – 4:30 PM
2. Board Committee Meeting – June 17, 2013  
High School Library – 5:30 PM
3. Regular Board Meeting – June 17, 2013  
High School Library – 6:00 PM

**Future Meetings**

All meetings will be held in the High School Library.

President Spall requested the Board go into executive session.

A motion for adjournment was made at 6:57 PM by Gary Beilman and seconded by Lisa Smith. All 8 members present voted YES. Motion carried unanimously.

**Adjournment**

Respectfully submitted:

Jennie Hildebrand  
Board Secretary