

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, June 17, 2013**. President Jack Spall called the meeting to order at 6:03 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, John Kiesendahl, Michael Romeo, Lisa Smith, Jack Spall and Michael Spencer. Also present were Mr. Silsby, Dr. Kloss, Dr. Hudak, Dr. Starnes, Mrs. Tait, Mr. Gunuskey, Mr. Theobald, Mrs. Devendorf, Mrs. O'Neill, Mr. Cavallaro, Mrs. Cykosky, Mr. Kirsten, Dr. Fedor, Dr. Szader, Mrs. Horan, Mrs. Hildebrand, Mr. Waldron, visitors and members of the press. An executive session was held at 4:30 PM.

Roll Call

Visitors were recognized and no questions were asked.

Visitors

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

Approve the minutes of the regular Board meeting held on May 13, 2013 as sent to members.

Approval of Minutes

Approve the cafeteria report, as presented.

Cafeteria Account

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 report, as presented.

Construction Fund 2012 Report

Approve bills in the amount of \$4,191,368.40 (General Account – including investments, checks # 91036 - 91051 and 92777 - 93173 and wire transfers) and \$9,650.00 (Capital Reserve Fund – check #480).

Approval of Bills

Authorize the payment of year-end bills on June 30, 2013 and also payment of July 2013 bills. The bill listings will be presented for approval at the next scheduled meeting of the Board of Education.

Bills Pre-approval

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

Student Activities

Accept the realty transfer report, as presented.

Realty Transfer Report

Accept the enrollment report, as presented.

Enrollment Report

All 8 members present voted YES. Motion carried unanimously.

A motion was made by Michael Spencer and seconded by John Kiesendahl that the Board approve the final budget for 2013-2014 tentatively adopted May 13, 2013, containing expenditures of \$63,171,915.00 and revenue of \$63,171,915.00, based on tax rates as follows:

Real Estate Transfer Tax (Act 511)	1%
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Real Estate Tax

Pike County -	66.4832 mills
Wayne County -	13.1483 mills

2013-2014 Final Budget Approval

It is further recommended that the tax resolution (1% Real Estate Transfer Tax) and the resolution for payment schedule for 2013-2014 for regular and interim taxes, tentatively adopted at the May 13, 2013 meeting be officially adopted.

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

A motion was made by Gary Beilman and seconded by John Drake that the Board approve a resolution authorizing homestead and farmstead exclusion real estate tax assessment reductions for the school year beginning July 1, 2013, under the provisions of the Homestead Property Exclusion Program Act (part of Act 50 of 1998) and the Taxpayer Relief Act (Act 1 of 2006), as per attached. All 8 members present voted YES. Motion carried unanimously.

Homestead and Farmstead Exclusion Resolution

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

1. Policy #249 Bullying

Policy Review – Final Review

All 8 members present voted YES. Motion carried unanimously.

A motion was made by John Kiesendahl and seconded by Lisa Smith that the Board approve the following volunteer and therapy dog at the Wallenpaupack

Volunteer – 2012-2013 School Year

North Primary School for the remainder of the 2012-2013 school year:

Lee Ann Newton (Handler)

Sally (Therapy Dog)

All 8 members present voted YES. Motion carried unanimously.

A motion was made by Coulby Dunn and seconded by John Drake that the Board approve a contribution of \$5,900.00 to the Hawley Public Library and \$1,400.00 each to the Newfoundland Public Library and the Pike County Public Library, Lackawaxen Township Branch. All 8 members present voted YES. Motion carried unanimously.

Contributions to Local Libraries

A motion was made by Gary Beilman and seconded by Michael Romeo that the Board approve the use of the South Elementary School parking areas for the Greene-Dreher-Sterling Fair during fair week. All 8 members present voted YES. Motion carried unanimously.

Greene-Dreher-Sterling Fair

A motion was made by John Kiesendahl and seconded by Lisa Smith that the Board approve the use of the High School parking lots and stadium for the annual fireworks display, scheduled for Thursday, July 4, 2013, with a rain date of Friday, July 5, 2013, as sponsored by the Pocono Lake Region Chamber of Commerce. All 8 members present voted YES. Motion carried unanimously.

Annual Fireworks Display

A motion was made by John Kiesendahl and seconded by Michael Spencer that the Board approve filing applications for federal program allocations for 2013-2014 school year as follows:

1. Title 1
2. Title IIA

Federal Program Allocations

All 8 members present voted YES. Motion carried unanimously.

A motion was made by Michael Spencer and seconded by Lisa Smith that the Board approve an agreement between the Wallenpaupack Area School District and Stanton Office Equipment Company, Honesdale, PA 18431 to provide typewriter and calculator maintenance and repair for the 2013-2014 school year, as per attached. All 8 members present voted YES. Motion carried unanimously.

Stanton Office Equipment Company – Service Agreement

A motion was made by John Drake and seconded by John Kiesendahl that the Board approve the following student from Keystone College be placed in the Wallenpaupack Area Middle School to complete her field experience:

<u>Student</u>	<u>Cooperating Teacher</u>	<u>Dates</u>
Kimberly Neary	George Pittsman	Remainder of the 2012-2013 School Year

Field Experience – 2012-2013

All 8 members present voted YES. Motion carried unanimously.

A motion was made by Gary Beilman and seconded by Michael Spencer that the Board appoint Mr. William Walker as the District Title I Federal Coordinator representative. All 8 members present voted YES. Motion carried unanimously.

**Title I Federal
Coordinator
Representative**

A motion was made by John Kiesendahl and seconded by Lisa Smith that the Board approve the following transportation item:

Transportation

1. Transportation Guidelines – 2013-2014

**Transportation
Guidelines – 2013-
2014**

Approve the transportation guidelines for the 2013-2014 school year, as per attached.

2. District Driver Pay Rate

**District Driver Pay
Rate**

Approve the District Driver Pay Rate at \$17.68 per hour for the 2013-2014 school year.

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 job descriptions:

1. Director of School Security
2. School Resource Officer (SRO)

**Job Description
Approval**

All 8 members present voted YES. Motion carried unanimously.

A motion was made by Michael Spencer and seconded by John Kiesendahl that the Board approve the amending of the Wallenpaupack Act 93 Personnel Contract, as presented. All 8 members present voted YES. Motion carried unanimously.

**Wallenpaupack Act
93 Personnel
Contract –
Amended**

A motion was made by Coulby Dunn and seconded by Michael Spencer that the Board approve three year agreements between the Wallenpaupack Area School District and the Wallenpaupack Area Supervisory Personnel for the years 2013-2014, 2014-2015 and 2015-2016. All 8 members present voted YES. Motion carried unanimously.

**Wallenpaupack
Area Supervisory
Personnel
Agreements**

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

Personnel

1. Leave Without Pay Request

**Leave Without Pay
Request**

Approve the following leave without pay request:

- | | | |
|----|---|-----------------------|
| a. | Ms. Diane Lanthier
Wallenpaupack Area High School Guidance Counselor
May 20, 2013 – ½ Day | D. Lanthier |
| b. | Ms. Christina Mann
Wallenpaupack North Primary School First Grade Teacher
May 21, 2013 – ½ Day | C. Mann |
| c. | Ms. Carrie Rickert
Wallenpaupack South Elementary School First Grade Teacher
May 16, 2013 | C. Rickert |
| d. | Ms. Robin Waters-Yost
Wallenpaupack North Primary School Second Grade Teacher
June 4, 2013 – ½ Day | R. Waters-Yost |
| e. | Ms. Carol Dencker
Wallenpaupack Area Middle School Secretary
May 16, 2013 – ½ Day and May 17, 2013 | C. Dencker |
| f. | Ms. Shari Gigantino
Wallenpaupack South Elementary School Teacher Assistant
May 15, 2013 – ½ Day, May 16, 2013, May 17, 2013, June 3, 2013
and June 11, 2013 | S. Gigantino |
| g. | Ms. Linda Johanson
Wallenpaupack Area Middle School Teacher Assistant
June 12, 2013 | L. Johanson |
| h. | Ms. Joan Stanford
Wallenpaupack North Intermediate School Teacher Assistant
May 30, 2013 | J. Stanford |
| i. | Ms. Nancy Traver
Wallenpaupack Area Middle School Teacher Assistant
May 31, 2013 – ½ Day and June 12, 2013 – ½ Day | N. Traver |
| j. | Ms. Sandra DeMany
Wallenpaupack North Primary School Teacher Assistant
June 10, 2013 | S. DeMany |
| k. | Ms. Krystyne Mulcahy
Wallenpaupack Area Middle School Teacher Assistant
June 19, 2013 and June 20, 2013 | K. Mulcahy |

l. Ms. Kathleen Riera
Wallenpaupack Area Middle School Teacher Assistant
June 19, 2013 and June 20, 2013

K. Riera

m. Ms. Debra Stiefel
Wallenpaupack Area Middle School Teacher Assistant
June 19, 2013 and June 20, 2013

D. Stiefel

n. Ms. Patricia Speidel
Wallenpaupack Area Middle School Teacher Assistant
June 19, 2013 and June 20, 2013

P. Speidel

2. Substitute Appointment

**Substitute
Appointment**

Approve the following substitute appointments, at the approved category
substitute rate, pending receipt of Act 34 and all required paperwork:

a. Mr. Thomas Brady Custodian
Lords Valley, PA 18428

T. Brady

b. Ms. Regina Nacinovich Custodian
Hawley, PA 18428

R. Nacinovich

c. Mr. Fredrick Wood Custodian
Hawley, PA 18428

F. Wood

d. Mr. Joshua Jennings Custodian
Dingmans Ferry, PA 18328

J. Jennings

3. Co-Curricular Appointments

**Co-Curricular
Appointments**

Approve the following co-curricular appointments for the 2013-2014 year:

Lawrence Bilardi	Coordinator of Psychological Services
Robert Donovan	Track and Field Half-time Coach
Ben Katz	Assistant Boys' Soccer Coach
Samantha Washburn	Jr. High Cheerleading Coach
Ann Marie Simons	Girls' Basketball Assistant Coach
Lynne Vanderhoof	Swimming Coach

4. Appointments

Appointments

Approve the following appointments, pending receipt of Act 34 and all
required paperwork:

- | | |
|--|--|
| <p>a. Mr. John Clader
Milford, PA 18337
Director of Security
Effective July 1, 2013
Salary - \$63,000.00</p> | <p>J. Clader</p> |
| <p>b. Mr. Bradley Beach
Honesdale, PA 18431
School Resource Officer
Salary - \$45,000.00</p> | <p>B. Beach</p> |
| <p>c. Mr. Aaron Bertholf
Honesdale, PA 18431
School Resource Officer
Salary - \$42,000.00</p> | <p>A. Bertholf</p> |
| <p>d. Mr. Eric Halas
Hawley, PA 18428
School Resource Officer
Salary - \$45,000.00</p> | <p>E. Halas</p> |
| <p>e. Mr. Allen Shiffler, Jr.
Greentown, PA 18426
Wallenpaupack Area High School Custodian
Effective – June 18, 2013
Salary –Level 1 – Custodial</p> | <p>A. Shiffler, Jr.</p> |
| <p>5. Uncompensated Leave Request</p> | <p>Uncompensated
Leave Request – R.
Gentile</p> |
| <p>a. Approve an uncompensated leave request for Ms. Rene’ Gentile,
District Office Secretary, under Board Policy #539 –
Uncompensated Leave, effective August 26, 2013 – December 13,
2013.</p> | |
| <p>6. Resignations</p> | <p>Resignations</p> |
| <p>a. Accept a letter of resignation from Mr. Michael Brennan,
Wallenpaupack Area Middle School Health and Physical Education
Teacher, effective at the end of the first semester of the 2013-2014
school year, for retirement, with regret.</p> | <p>M. Brennan</p> |
| <p>b. Accept a letter of resignation from Mr. Ryan Skyta, Wallenpaupack
Area High School Mathematics Teacher, effective May 18, 2013,
with regret.</p> | <p>R. Skyta</p> |
| <p>c. Accept a letter of resignation from Ms. Sandra DeMany,</p> | <p>S. DeMany</p> |

Wallenpaupack North Primary School Teacher Assistant, effective at the end of the school year June 2013, for retirement, with regret.

7. Transportation Monitor

Approve the appointment of Mr. John Tobey as Transportation Monitor for the 2013-2014 school year at a salary \$6,579.00.

Transportation Monitor

8. Substitute Certified Teacher Pay

Approve a rate of \$90.00 per day and \$54.00 for half day for certified teacher substitutes for the 2013-2014 school year.

Substitute Certified Teacher Pay

9. Substitute Guest Teacher Pay

Approve a rate of \$72.00 per day and \$49.00 for half day for guest teacher substitutes for the 2013-2014 school year.

Substitute Guest Teacher Pay

10. Approve the following hourly rates for substitute support personnel for the 2013-2014 school year:

Cafeteria	\$7.46
Custodian	\$8.28
Teacher Assistant	\$7.56
Secretary	\$7.87

Substitute Support Personnel Hourly Rates

11. Student Worker Rate

Approve a rate of \$7.25 for student workers for the 2013-2014 school year.

Student Worker Rate

12. Traffic Control and District Employee Bus Drivers Rates

Approve a rate of \$13.79 for traffic control and District employee bus drivers for the 2013-2014 school year.

Traffic Control and District Employee Bus Driver Rates

13. School Police Rate

Approve an hourly rate of \$18.97 per hour with a minimum of \$50.00 per activity for school police at District functions, effective 2013-2014 school year.

School Police Rate

14. Sabbatical Leave

Approve a sabbatical leave for Ms. Anne Catalano, Wallenpaupack Area Middle School Sixth Grade Teacher, under Board Policy #438, Sabbatical Leave, for the first semester of the 2013-2014 school year.

Sabbatical Leave

A. Catalano

All 8 members present voted YES. Motion carried unanimously.

A motion was made by John Kiesendahl and seconded by Lisa Smith that the Board approve salaries and benefit plans for 2013-2014 for contractual, non-contractual, Act 93 and supervisory staff personnel, as presented. All 8 members present voted YES. Motion carried unanimously.

A motion was made by Coulby Dunn and seconded by Michael Romeo that the Board appoint the following bank depositories for School District funds for 2013-2014 as noted:

Wachovia Bank, Hawley – Investments
 Pennsylvania Local Government Investment Trust – Investments
 Robert W. Baird & Company - Investments
 Dime Bank, Hawley – General Fund, Payroll, Payroll Direct Deposit, Athletic Account, Capital Reserve Checking Account, Construction Fund 2012 Checking Account, North Intermediate School Activities Account, Custodian for Bond/Note Proceeds and Capital Reserve and Construction Fund Investments, Alice Horst Memorial Fund Checking Account and Investments, Audrey Ramble Scholarship Fund Checking Account, Gloria A. Von Hagen Scholarship Fund Checking Account,
 Wayne Bank, Hawley – High School Vocational Account, High School Student Activities Account, Middle School Activities Account and Investments
 Honesdale National Bank – Honesdale/Hawley – Paying Agent Bond Issues, Notes, TRAN, Investments and Cafeteria Account, Jacob W. Beisel Memorial Scholarship Fund, Sarah George Memorial Scholarship Fund
 PennStar Bank – Newfoundland/Lords Valley – Investments
 Chase Bank, New York – Paying Agent on State Public Authority Bond Issue
 First National Bank – Clark Summit - Investments
 Invest –Pennsylvania Treasurers Office, Harrisburg – Investments
 M&T Bank, Harrisburg, PA – Paying Agent Bond Issues, Notes, TRAN

Roll call vote as follows: G. Beilman – Abstain, J. Drake – YES, C. Dunn – YES, J. Kiesendahl – Abstain, M. Romeo – YES, R. Schwartz – Absent, L. Smith – YES, M. Spencer – YES, J. Spall – Abstain, 5 – YES, 0 – NO, 1 – Absent, 3 – Abstain. Motion carried.

A motion was made by Michael Spencer and seconded by John Drake that the Board approve the following resolution for investment accounts effective 2013-2014 school year:

**2013-2014 Salary
and Benefit
Approval**

**Appointment of
Depositories for the
2013-2014 School
Year**

**Resolution
Investment
Accounts**

BE IT RESOLVED that the Board of Directors of the Wallenpaupack Area School District authorize the Business Manager and Board Secretary to invest monies of the School District in accordance with School Code. Two of the following five signatures shall be required for necessary investment transactions:

Kerriann Horan, Business Manager
 Jennie Hildebrand, Board Secretary
 Jack Spall, Board President
 Gary Beilman, Board Treasurer
 John Kiesendahl, Board Director

All 8 members present voted YES. Motion carried unanimously.

A motion was made by Lisa Smith and seconded by Michael Spencer that the Board authorize the following five signatures to be used on the WASD General Fund Checking Account, Capital Reserve Fund Checking Account and the Construction Fund 2012 Checking Account effective 2013-2014 school year:

Jack Spall, Board President
 Gary Beilman, Board Treasurer
 Jennie Hildebrand, Board Secretary
 John Kiesendahl, Board Director
 Coulby Dunn, Board Director

**Authorized
 Signature – District
 Checking Account**

Three signatures shall be required for any transaction.

All 8 members present voted YES. Motion carried unanimously.

A motion was made by John Drake and seconded by Gary Beilman that the Board authorize the signature of Jennie Hildebrand, Board Secretary to sign checks issued from the Wallenpaupack Area School District Payroll Account for the 2013-2014 school year. All 8 members present voted YES. Motion carried unanimously.

**Authorized
 Signature – Payroll
 Account**

A motion was made by John Kiesendahl and seconded by Lisa Smith that the Board authorize the following two signatures for the Wallenpaupack Area School District Cafeteria Account effective 2013-2014 school year:

Jennie Hildebrand, Board Secretary
 Brenda Zeiler, Cafeteria Supervisor

**Authorized
 Signature –
 Cafeteria Account**

Both signatures shall be required for any transaction.

All 8 members present voted YES. Motion carried unanimously.

Mr. Silsby noted that a Thank You note had been received from the Junior Legion League.

Correspondence

Administrators’ Reports were distributed to the Board and made available at the meeting. Mr. Starnes reported that the community outpouring for awards and scholarships presented to graduating seniors was outstanding. Individuals and businesses provided approximately \$700,000.00 in funds for the awards and scholarships. He also recognized Mrs. Carol Dunn, Wallenpaupack Area High School Chemistry Teacher as Teacher of the Year. Mr. Gunuskey thanked Mr. Dunn for his participation at the National Junior Honor Society Banquet. Mr. Kiesendahl thanked the administrators’ for another great school year and he noted what a wonderful organization Wallenpaupack Area School District is.

Administrators’ Reports

Mr. Silsby reported that a few minor capital improvements will take place over the summer:

- Wallenpaupack North Primary School – ice shield and roof repairs
- Wallenpaupack Area High School – water system upgrade
- Wallenpaupack South Elementary School – concession stand at the Newfoundland park will be tied into the sewage treatment facility.
- District Vehicles – selling current driver’s education car and replacing it with a van and purchasing vehicles for security. All vehicles will be purchased through state bid

Superintendent’s Report

Mr. Silsby also noted that the Wallenpaupack Area School District was one of four schools who exceeded averages in “Grading Our Schools” Report published on June 16, 2013 in the Scranton Times. Mr. Silsby noted that he is proud of the staff.

He congratulated Mr. Cavallaro for being awarded the Pennsylvania PTA’s Dr. Walter Kealey Leadership Award for 2013. He also congratulated Mrs. Fedor on receiving her doctorate.

A motion was made by John Kiesendahl and seconded by Coulby Dunn that the Board approve a Wastewater Sewage Agreement between the Wallenpaupack Area School District and PPL Holtwood, LLC, effective January 1, 2014 – December 31, 2016. All 8 members present voted YES. Motion carried unanimously.

Wastewater Sewage Agreement

Summer Office Hours

All offices will be open daily from 8:00 AM – 3:00 PM from June 17, 2013 – August 16, 2013.

Summer Office Hours

Future Meetings of the Board:

Future Meetings

1. July – Recess – Meet As Needed
2. Executive Session – Monday, August 19, 2013
High School Library – 4:30 PM
3. Committee Meeting – Monday, August 19, 2013
High School Library – 5:30 PM
4. Regular Board Meeting – Monday, August 19, 2013
High School Library – 6:00 PM

President Spall congratulated the District for being named one of the Fantastic Four in the Scranton Times article published on June 16, 2013. He noted that graduation was fantastic and he has received many compliments from community members. Wallenpaupack Area School District creates a wonderful environment. He thanked everyone for another great school year and congratulated Dr. Starnes and Dr. Fedor on receiving their PhD's. He thanked the Board for all that they do and Mr. Rozema for the wonderful job the staff does in maintaining the grounds. President Spall also thanked Peter Becker from the News Eagle for getting the message out.

A motion for adjournment was made at 6:25 PM by Michael Spencer and seconded by Lisa Smith. All 8 members present voted YES. Motion carried unanimously.

Respectfully submitted:

Jennie Hildebrand
Board Secretary

Adjournment

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