

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 16, 2014**. 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, 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**

Raeann Ehrhardt was recognized for her outstanding performance as a student.

**Student Recognition**

Visitors were recognized.

Eric Gumble spoke to the Board regarding the implementation of a youth bowling league. He asked the Board to consider transportation to and from the bowling alley and for supervision of the students.

**Visitors**

Sebastian Aparicio provided the Board with an update to the walking trail he had received permission to restore. Mr. Aparicio had requested donations to complete the project. The project has been completed and he presented the District with a check for unused donated funds.

A motion was made by Michael Spencer and seconded by Robert Schwartz that the Board approve the minutes of the regular Board meeting held on May 12, 2014, as sent to members. All 8 members present voted YES. Motion carried unanimously.

**Approval of Minutes**

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

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 report, as presented.

**Construction Fund  
2012 Report**

Approve bills in the amount of \$4,370,110.61 (General Account – including investments, checks # 89212 - 89225 and 96178 - 96512 and wire transfers), \$40,457.90 (Capital Reserve Fund – checks #502 - 505) and \$33,124.67 (Construction Fund 2012 – checks 35 – 37)..

**Approval of Bills**

Authorize the payment of year-end bills on June 30, 2014 and also payment of July 2014 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.

Due to the state budget not being passed, the Board tabled the final budget approval and the Homestead and Farmstead Exclusion Resolution.

**2014-2015 Final  
Budget Approval**

A motion was made by John Drake and seconded by Michael Spencer 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. All 8 members present voted YES. Motion carried unanimously.

**Contributions to  
Local Libraries**

A motion was made by Coulby Dunn and seconded by Robert Schwartz 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 Gary Beilman and seconded by John Kiesendahl that the Board approve the use of the High School parking lots and stadium for the annual fireworks display, scheduled for Friday, July 4, 2014, with a rain date of Saturday, July 5, 2014 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 2014-2015 school year as follows:

1. Title 1
2. Title IIA

All 8 members present voted YES. Motion carried unanimously.

A motion was made by Robert Schwartz and seconded by Gary Beilman that the Board enter into the minutes of this meeting a letter received from the Commonwealth of Pennsylvania, Office of the Budget, Comptroller Operations. The office of the Budget, Bureau of Audits, functioning as single audit coordinator for the commonwealth's subrecipients, has received the single audit report of the Wallenpaupack Area School District for the year ended June 30, 2013. The report was submitted to comply with the provisions of Office of Management and Budget (OMB) Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations, and Commonwealth Policy. The review of the audit report disclosed that it contains no audit findings related to federal awards passed through commonwealth funding agencies. All 8 members present voted YES. Motion carried unanimously.

A motion was made by John Drake and seconded by John Kiesendahl that the Board approve the Wallenpaupack Area School District's Corrective Action Plan as submitted to the Bureau of Career and Technical Education to be in compliance with Chapter 339, Vocational Education Standards, Section 339.61, as per attached. All 8 members present voted YES. Motion carried unanimously.

A motion was made by Gary Beilman and seconded by Michael Romeo that the Board approve an agreement between the Wallenpaupack Area School District and the Palmyra Township Board of Supervisors to sponsor a grant application by the Wallenpaupack School District to re-surface tennis courts on School District property as submitted to the Department of Community and Economic Development, as per attached. All 8 members present voted YES. Motion carried unanimously.

A motion was made by Robert Schwartz and seconded by John Kiesendahl that the Board approve an agreement between the Wallenpaupack Area School District and HRC to prepare special needs students for life and employment opportunities after High School, effective the 2013-2014 school year, as per attached. 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 an agreement between the Wallenpaupack Area School District and

**Federal Program Allocations**

**Commonwealth of Pennsylvania, Office of the Budget, Comptroller Operations – Single Audit Report**

**Pennsylvania Department of Education – Bureau of Career and Technical Education (BCTE)**

**Palmyra Township Board of Supervisors – Agreement**

**HRC Community Vocational Leadership Program – 2013-2014**

**HRC Community Vocational**

HRC to prepare special needs students for life and employment opportunities after High School, effective the 2014-2015 school year, as per attached. All 8 members present voted YES. Motion carried unanimously.

A motion was made by Gary Beilman and seconded by John Drake that the Board approve an agreement between the Wallenpaupack Area School District and Beach Lake Sprinkler Corp., Beach Lake, PA 18405, to provide fire system inspection and testing services, effective July 1, 2014, as per attached agreement. All 8 members present voted YES. Motion carried unanimously.

A motion was made by John Kiesendahl and seconded by Michael Spencer that the Board 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, 2014 – June 30, 2015, as per attached agreement. All 8 members present voted YES. Motion carried unanimously.

A motion was made by Gary Beilman and seconded by Michael Romeo that the Board approve an agreement between the Wallenpaupack Area School District and PA Treatment & Healing, Turbotville, PA, to provide alternative education for disruptive youth for the 2014-2015 school year, as per attached agreement. All 8 members present voted YES. Motion carried unanimously.

A motion was made by John Drake and seconded by John Kiesendahl that the Board 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 2014-2015 school year.

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

All 8 members present voted YES. Motion carried unanimously.

A motion was made by John Kiesendahl and seconded by Michael Romeo that the Board approve an agreement between the Wallenpaupack Area School District and IBM Global Financing, Atlanta, GA 30328, effective July 1, 2014 – June 30, 2018, as per attached agreement. All 8 members present voted YES. Motion carried unanimously.

A motion was made by Gary Beilman and seconded by John Drake that the Board approve TreeAnne McEnery from Marywood University be placed in the Wallenpaupack Area High School to complete her principal internship. All 8 members present voted YES. Motion carried unanimously.

**Leadership  
Program – 2014-  
2015**

**Beach Lake  
Sprinkler Corp –  
Agreement**

**Laurie L. Graham,  
MS, CPS – 2014-  
2015 Agreement**

**PA Treatment and  
Healing –  
Agreement**

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

**IBM Global  
Financing –  
Purchasing  
Agreement**

**Principal  
Internship – 2014-  
2015**

A motion was made by Gary Beilman and seconded by Michael Spencer that the Board approve the following student from Keystone College be placed in the Wallenpaupack Area High School to complete his student observation:

<u>Student</u>	<u>Cooperating Teacher</u>	<u>Dates</u>
Eric Olsommer	Andrew Morrissey	09/02/14 – 12/23/14

All 8 members present voted YES. Motion carried unanimously.

A motion was made by John Kiesendahl and seconded by Gary Beilman that the Board approve the following student from Misericordia University be placed in the Wallenpaupack North Intermediate School to complete her field placement:

<u>Student</u>	<u>Cooperating Teacher</u>	<u>Dates</u>
Allison Irwin	Sarah Queipo	09/26/14 – 12/29/14

All 8 members present voted YES. Motion carried unanimously.

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

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

1. Transportation Guidelines – 2014-2015  
Approve the transportation guidelines for the 2014-2015 school year, as per attached.
2. District Driver Pay Rate  
Approve the District Driver Pay Rate at \$18.03 per hour for the 2014-2015 school year.

All 8 members present voted YES. Motion carried unanimously.

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

1. Leave Without Pay Requests  
Approve the following leave without pay requests:

**Student Observation – 2014-2015**

**Field Placement – 2014-2015**

**Title I Federal Coordinator Representative**

**Transportation**

**Transportation Guidelines – 2014-2015**

**District Driver Pay Rate**

**Personnel**

**Leave Without Pay Requests**

- |    |   |                     |
|----|---|---------------------|
| a. | Ms. Deborah Bigart<br>Wallenpaupack North Intermediate School Third Grade Teacher<br>April 2, 2014, April 30, 2014, May 15, 2014 – ½ Day, May 16,<br>2014 and June 10, 2014 – ½ Day | <b>D. Bigart</b>    |
| b. | Ms. Susan Bouselli<br>Wallenpaupack Area Middle School Special Education Teacher<br>May 23, 2014 – ½ Day  | <b>S. Bouselli</b>  |
| c. | Ms. Ann Marie Miller<br>Wallenpaupack North Intermediate School Fifth Grade Teacher<br>May 28, 2014   | <b>A. Miller</b>    |
| d. | Ms. Alicia Sodano<br>Wallenpaupack Area High School Mathematics Teacher<br>June 6, 2014   | <b>A. Sodano</b>    |
| e. | Ms. Susan Bush<br>Wallenpaupack North Primary School Teacher Assistant<br>May 16, 2014 – ½ Day and May 19, 2014   | <b>S. Bush</b>      |
| f. | Ms. Carol Dencker<br>Wallenpaupack Area Middle School Secretary<br>April 23, 2014 and May 14, 2014  | <b>C. Dencker</b>   |
| g. | Ms. Cindy Marie Ehrgood<br>Wallenpaupack South Elementary School Teacher Assitant<br>June 2, 2014 – ½ Day   | <b>C. Ehrgood</b>   |
| h. | Ms. Carolyn Freethy<br>Wallenpaupack Area Middle School Cafeteria<br>May 29, 2014 and June 6, 2014  | <b>C. Freethy</b>   |
| i. | Ms. Shari Gigantino<br>Wallenpaupack South Elementary School Teacher Assistant<br>May 13, 2014 – ½ Day  | <b>S. Gigantino</b> |
| j. | Ms. Dot Hamby<br>Wallenpaupack North Primary School Cafeteria<br>May 30, 2014   | <b>D. Hamby</b>     |
| k. | Ms. Gail Hinton<br>Wallenpaupack Area Middle School Cafeteria<br>May 1, 2014  | <b>G. Hinton</b>    |

<p>l. Ms. Lauren Tenbus Wallenpaupack Area Middle School Secretary August 22, 2014</p>	<b>L. Tenbus</b>
<p>m. Ms. Deanna Nezlo Wallenpaupack Area Middle School Special Education Teacher April 10, 2014, April 14, 2014 and May 5, 2014</p>	<b>D. Nezlo</b>
<p>n. Ms. Michelle Bryan Wallenpaupack North Intermediate School Custodian June 19, 2014, June 20, 2014 and June 23, 2014</p>	<b>M. Bryan</b>
<p>2. Substitute Appointment</p> <p>Approve the following substitute appointments, at the approved category substitute rate, pending receipt of Act 34 and all required paperwork:</p>	<b>Substitute Appointment</b>
<p>a. Mr. Heriberto Aponte III                      Custodian Newfoundland, PA 18445</p>	<b>H. Aponte</b>
<p>b. Ms. Wanda Casella                              Custodian Greeley, PA 18425</p>	<b>W. Casella</b>
<p>c. Mr. Kyle Williams                              Custodian Hawley, PA 18428</p>	<b>K. Williams</b>
<p>3. Co-Curricular Appointments</p> <p>Approve the following co-curricular appointments for the 2014-2015 year:</p>	<b>Co-Curricular Appointments</b>
<p>a. Michele Walutes                              7<sup>th</sup> Grade Level Coordinator</p>	
<p>b. Erin Saake                                      Student Council Advisor</p>	
<p>c. Valerie Packer                                Yearbook – Co-Advisor (Half)</p>	
<p>d. Aroa Petrillo                                 Foreign Language Club Advisor</p>	
<p>e. Maria Miller                                 Girls' Basketball Assistant Coach – Girls 9</p>	
<p>f. Christina Kennedy- Augustine                                      Girls' Basketball Assistant Coach (Half)</p>	
<p>g. Victoria Waldron                              Girls' Basketball Assistant Coach (Half)</p>	
<p>h. David Miller                                 Track and Field Assistant Coach</p>	
<p>i. Dan Granville                                Football Assistant Coach</p>	
<p>4. Appointments</p>	<b>Appointments</b>

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

- |   |  |
|---|--|
| <p>a. Mr. Eric Smith<br/>Clarks Summit, PA 18411<br/>Wallenpaupack Area High School Spanish Teacher<br/>Effective – 2014-2015 School Year<br/>Salary – Level 1 – Bachelor’s Degree</p>                                    | <p><b>E. Smith</b></p>                             |
| <p>b. Mr. Erick Terrones<br/>Greentown, PA 18426<br/>Wallenpaupack Area High School Head Custodian<br/>Effective – July 1, 2014<br/>Salary - \$45,000.00</p>  | <p><b>E. Terrones</b></p>                          |
| <p>c. Ms. Angela DiSilvestre<br/>Hawley, PA 18428<br/>Wallenpaupack Area High School Ten Month Secretary<br/>Effective – August 1, 2014<br/>Salary – Level 5 – Secretary</p>  | <p><b>A. DiSilvestre</b></p>                       |
| <p>d. Ms. Robin Huttie Burke<br/>Newfoundland, PA 18445<br/>Wallenpaupack Area Middle School/North Intermediate<br/>School Part-Time Cafeteria<br/>Effective – 2014-2015 School Year<br/>Salary – Level 1 – Cafeteria</p> | <p><b>R. Burke</b></p>                             |
| <p>5. Resignation</p> <p>a. Accept a letter of resignation from Mr. Jon Hessling,<br/>Wallenpaupack Area High School Head Custodian, effective June<br/>17, 2014, with regret.</p>  | <p><b>Resignation – J.<br/>Hessling</b></p>        |
| <p>6. Transportation Monitor</p> <p>Approve the appointment of Mr. John Tobey as Transportation Monitor for<br/>the 2014-2015 school year at a salary \$6,645.00.</p>   | <p><b>Transportation<br/>Monitor</b></p>           |
| <p>7. Substitute Certified Teacher Pay</p> <p>Approve a rate of \$90.00 per day and \$54.00 for half day for certified<br/>teacher substitutes for the 2014-2015 school year.</p>   | <p><b>Substitute Certified<br/>Teacher Pay</b></p> |
| <p>8. Substitute Guest Teacher Pay</p>  | <p><b>Substitute Guest<br/>Teacher Pay</b></p>     |



Approve a rate of \$72.00 per day and \$49.00 for half day for guest teacher substitutes for the 2014-2015 school year.

- 9. Approve the following hourly rates for substitute support personnel for the 2014-2015 school year:

Cafeteria	\$7.53
Custodian	\$8.36
Teacher Assistant	\$7.64
Secretary	\$7.95

**Substitute Support Personnel Hourly Rates**

- 10. Student Worker Rate

Approve a rate of \$7.25 for student workers for the 2014-2015 school year.

**Student Worker Rate**

- 11. Traffic Control and District Employee Bus Drivers Rates

Approve a rate of \$14.05 for traffic control and District employee bus drivers for the 2014-2015 school year.

**Traffic Control and District Employee Bus Driver Rates**

- 12. School Police Rate

Approve an hourly rate of \$19.35 per hour with a minimum of \$52.00 per activity for school police at District functions, effective 2014-2015 school year.

**School Police Rate**

- 13. Child Rearing Leave

- a. Approve a child rearing leave for Mrs. Erin M'Liss Bonagura, Wallenpaupack Area High School Science Teacher, effective September 2, 2014 – October 16, 2014.

**Child Rearing Leave**

**E. Bonagura**

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 salaries and benefit plans for 2014-2015 for contractual, non-contractual, Act 93 and supervisory staff personnel, as presented. All 8 members present voted YES. Motion carried unanimously.

**2014-2015 Salary and Benefit Approval**

A motion was made by John Drake and seconded by Michael Spencer that the Board appoint the following bank depositories for School District funds for 2014-2015 as noted:

- PNC Bank, Hawley - Investments
- Wells Fargo, Hawley – Investments
- Pennsylvania Local Government Investment Trust – Investments

**Appointment of Depositories for the 2014-2015 School Year**

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  
 NBT 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 – YES, L. Smith – Absent, M. Spencer – YES, J. Spall – Abstain, 5 – YES, 0 – NO, 1 – Absent, 3 – Abstain. Motion carried.

A motion was made by Coulby Dunn and seconded by John Kiesendahl that the Board approve the following resolution for investment accounts effective 2014-2015 school year:

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.

**Resolution  
 Investment  
 Accounts**

A motion was made by Michael Spencer and seconded by Robert Schwartz 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 2014-2015 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 Michael Romeo and seconded by Robert Schwartz 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 2014-2015 school year. All 8 members present voted YES. Motion carried unanimously.

**Authorized  
 Signature – Payroll  
 Account**

A motion was made by Michael Romeo and seconded by Coulby Dunn that the Board authorize the following two signatures for the Wallenpaupack Area School District Cafeteria Account effective 2014-2015 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. A motion was made by Michael Spencer and seconded by Coulby Dunn that the Board accept the Administrators' Reports as presented. All 8 members present voted YES. Motion carried unanimously.

**Administrators'  
 Reports**

Mr. Silsby thanked everyone for another successful school year. He noted that the addition of school resource officers has been a success. He thanked the Board for giving us the opportunity to do what needs to be done and we are blessed to work for Wallenpaupack.

**Superintendent's  
 Report**

President Spall also thanked everyone for a successful school year. He thanked all Board members who participated in the graduation exercise.

#### Summer Office Hours

All offices will be open daily from 8:00 AM – 3:00 PM from June 16, 2014 – August 15, 2014.

#### **Summer Office Hours**

#### Future Meetings of the Board:

1. Special Board Meeting – June 30, 2014  
High School Library – 8:00 AM
2. July – Recess – Meet As Needed
3. Executive Session – Monday, August 18, 2014  
High School Library – 4:30 PM
4. Committee Meeting – Monday, August 18, 2014  
High School Library – 5:30 PM
5. Regular Board Meeting – Monday, August 18, 2014  
High School Library – 6:00 PM

#### **Future Meetings**

A motion for adjournment was made at 6:44 PM by Michael Spencer and seconded by Robert Schwartz. All 8 members present voted YES. Motion carried unanimously.

#### **Adjournment**

Respectfully submitted:

Jennie Hildebrand  
Board Secretary